

## **AGENDA**

### **COMMITTEE ON FINANCE**

**May 8, 2006**

**Mayor and All Aldermen**

**6:00 PM**

**Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)**

- 1.** Mayor Guinta calls the meeting to order.
  
- 2.** Mayor Guinta calls for the Pledge of Allegiance.  
A moment of silent prayer is observed.
  
- 3.** The Clerk calls the roll.
  
- 4.** Mayor Guinta advises that the purpose of the meeting shall be continuing discussions relating to the proposed FY2007 municipal budget as follows:
  - a)** Division of Traffic/Division of Parking;
  - b)** Board of Assessors  
(revenues and final numbers to be submitted on Monday); and
  - c)** Finance Department (notes and loans outstanding).
  
- 5.** Items referred to the Committee on Finance by the Board of Mayor and Aldermen and Committees:
  - a)** communications from the Retirement System;
  - b)** Solid Waste Compliance Officer; and
  - c)** statistics and related information regarding vehicle claims, expenses and mileage reimbursement (referred by the Committee on CIP on 04/27/2006).
  
- 6.** If there is no further business, a motion is in order to adjourn.

*SA*

CITY OF  
MANCHESTER  
EMPLOYEES'  
CONTRIBUTORY  
RETIREMENT  
SYSTEM

1045 ELM ST. • SUITE 403  
MANCHESTER, NH 03101-1824  
PHONE (603) 624-6506  
FAX (603) 624-6342

Honorable Board of Mayor & Aldermen  
C/O Office of the City Clerk  
One City Hall Plaza  
Manchester, NH 03101

DATE: May 2, 2006

ON MOTION OF ALD. Shea

SECONDED BY ALD. Thibault  
receive and refer to the  
VOTED TO Cmte. on Finance for budget  
deliberations.

*[Signature]*  
CITY CLERK  
Deputy

April 20, 2006

Honorable Members:

I am writing on behalf of concerned members of the Manchester Employees' Contributory Retirement System who are employed by the Health Department and are rumored to be affected by reorganization between departments in the not too distant future. As we understand the situation, nurses employed by the City Health Department are presently assigned to work at various schools across Manchester. The proposed reorganization would transfer supervisory and fiscal responsibility for those nurses from the City Health Department over to the Manchester School District and while that move may superficially make sense, it isn't without serious repercussion to the pension benefit entitlements of the people in those positions.

It is quite likely that if such a move were to be undertaken without a corresponding act from the NH Legislature, that present plan participants in the Manchester Employees' Contributory Retirement System, some with over 20 years of service and potentially approaching retirement, would be prohibited from continuing participation in their present plan and would be forced to begin anew as members in the New Hampshire Retirement System. We do not argue for or against reorganization, but rather that if such measures are to be undertaken, that they be done in conjunction with legislation which provides a protective framework which would bestow an element of pension participation choice to affected employees.

There is a clear precedent on pension fund participation by City workers as a result of reorganization and it dates back to 1984 when the State Court System adsorbed the Manchester District Court. At that time, we faced a very similar situation with respect to pension benefits and obligations and a solution was achieved with the passage of Chapter 490 laws of 1984. Various provisions in Chapter 490 granted present and long time participants in the Manchester Employees' Contributory Retirement System the option of retaining their affiliation or moving over the State System while making it clear that prospective hires would be participants in the State's Plan. Without such legislative authority RSA 100-A:1 VI would require the New Hampshire Retirement System, (NHRS) to enforce membership requirements under the teacher system for full time professionals in the district, including nurses.

RECEIVED  
APR 24 2006  
CITY CLERK'S OFFICE

CITY OF  
MANCHESTER  
EMPLOYEES'  
CONTRIBUTORY  
RETIREMENT  
SYSTEM

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The NHRS has an established precedent that professionals such as nurses employed by school districts must belong to their teacher system, even though they are not strictly educators.

The purpose for my writing is not to discourage reorganization which the City should be entitled to institute, but to recommend that it be done methodically and in such a fashion as to protect the benefits which some employees may have worked an entire career to accumulate. The affected employees will be better served if reorganization can wait a year and be handled in conjunction with a legislative provision which would allow Public Health Department nurses the same accommodation afforded court employees back in 1984. We respectfully request that you consider the interests of these employees and move cautiously with any reorganization plans which may be implemented.



Gerard E. Fleury – Executive Director  
Manchester Employees' Contributory Retirement System

CC: MECRS Board of Trustees  
Frederick Rusczeck – Public Health Director

**CITY OF  
MANCHESTER  
EMPLOYEES'  
CONTRIBUTORY  
RETIREMENT  
SYSTEM**

1045 ELM ST. • SUITE 403  
MANCHESTER, NH 03101-1824  
PHONE (603) 624-6506  
FAX (603) 624-6342

April 21, 2006

**IN BOARD OF MAYOR & ALDERMEN**

**DATE:** May 2, 2006

**IN MOTION OF ALD.** Lopez

**SECONDED BY ALD.** Thibault

**VOTED TO** refer to the  
Committee on Finance.

*Johnson*  
CITY CLERK  
*Deputy*

Honorable Board of Mayor & Aldermen  
C/O Office of the City Clerk  
One City Hall Plaza  
Manchester, NH 03101

Honorable Members:

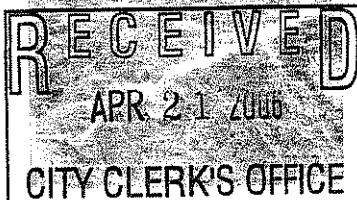
The purpose of this letter is to request written clarification from the City as to its intention with respect to payment of an overdue \$1.4 million receivable and confirmation that the City will be contributing the certified rate of 12.04% effective as of the start of the July 2006 fiscal year.

On March 29, 2006, the Manchester Employees' Contributory Retirement System sent written notification to the Board of Mayor & Aldermen that the City's employer contribution rate (expressed as a percentage of payroll), had been established for the coming fiscal year and explaining briefly why the rate had risen. In addition, the Board was also notified of a \$1.4 million receivable which has been outstanding since 2004. The Retirement System's letter was placed on the agenda of your April 4, 2006 meeting and discussed at that time. I testified that the receivable issue would be discussed at a scheduled meeting of the Retirement System Board of Trustees on April 11, 2006 and that I would communicate the results of that meeting to you.

The Retirement System office was visited by Independent City Auditor, Kevin M. Buckley on April 6, 2006. The Retirement System provided him with copies of all materials requested, relating to the \$1.4 million receivable. In preparation for the Board of Trustees Meeting on April 11, 2006, the Retirement System compiled 17 pages of documentation accumulated since 2004 from actuaries, auditors for the Retirement System and the City, and City officials, clearly indicating that the amount at issue has been reported and disclosed as a receivable. This information has been provided to the Mayor and City Finance Director.

On April 11, 2006, the Retirement System Board, including the Mayor and the City Finance Director who are members of that Board, met to discuss resolution of the \$1.4 million owed by the City and published reports that the Mayor's budget did not include funding associated with a retiree COLA. The Board reviewed its fiduciary duties as Trustees of the Retirement System, a separate legal entity from the City. The Board also reviewed the state statute which addresses the City's funding obligation, Chapter 218:8 Laws of 1974 as amended which reads:

The city shall appropriate annually to the retirement board the





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amounts required to fund the benefits set forth in the act as determined by the retirement board on the basis of an actuary's valuation, which shall be based on sound actuarial funding methods, assumptions, and principles.

The Board also considered precedent from other states in which courts have ordered governmental entities to appropriate funds for retirement systems based on similar statutes.

Since the City has not formally informed the Retirement System that the certified rate of 12.04% would not be put into effect beginning in July 2006, the Retirement System Board of Trustees assumed that the City would follow the state law quoted above requiring the City to appropriate the full 12.04% rate certified by the Retirement System. The Retirement System Board of Trustees elected to delay further action until their meeting on May 9, 2006 as a courtesy to the Mayor so that he might be afforded time to reflect upon the documentation provided relating to the receivable and to confer with the City Auditor.

The Board of Trustees authorized the Board Chairman and Executive Director to write to the City seeking a written definitive position by the City on its full acceptance of the 12.04% contribution rate effective July 1, 2006 and of its intentions regarding the payment of the overdue \$1.4 million receivable. Since time is running short and it is in the mutual best interests of the City and the Retirement System to resolve these issues sooner, rather than later, we respectfully request a written response, as alluded to above, no later than May 8, 2006.

Thank you for your attention to this matter.

Sincerely,

Gerard E. Fleury – Executive Director  
Manchester Employees' Contributory Retirement System

CC: MECRS Board of Trustees

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To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Ordinance:

*"Amending Sections 33.024, 33.025 & 33.026 (Solid Waste Compliance Officer) of the Code of Ordinances of the City of Manchester."*

ought to pass.

The Committee further recommends that the Ordinance be referred to the Committee on Finance for FY2007 budget deliberations.

Respectfully submitted.

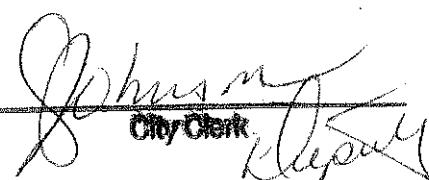
At a meeting of the Board of Mayor and Aldermen  
held May 2, 2006 on a motion of Ald. Shea

and duly seconded by Ald. Forest the report  
of the Committee was accepted and its recommendations

(adopted) (denied)



Clerk of Committee



Johnson  
City Clerk  
Keppler

5b

**To the Board of Mayor and Aldermen of the City of Manchester:**

The Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Ordinance:

*"Amending Sections 33.024, 33.025 & 33.026 (Solid Waste Compliance Officer) of the Code of Ordinances of the City of Manchester."*

ought to pass.

The Committee further recommends that the Ordinance be referred to the Committee on Finance for FY2007 budget deliberations.

Respectfully submitted,

*Sel. Remer*

Clerk of Committee

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# City of Manchester New Hampshire

*In the year Two Thousand and Six*

## AN ORDINANCE

"Amending Sections 33.024, 33.025 & 33.026 (Solid Waste Compliance Officer) of the Code of Ordinance of the City of Manchester."

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester,  
as follows:

SECTION 33.024 CLASSIFICATION OF POSITION be amended as follows:

Establish new classification, Solid Waste Compliance Officer

SECTION 33.025 COMPENSATION OF POSITION be amended as follows:

Establish Solid Waste Compliance Officer, Grade 15, non-exempt

SECTION 33.026 CLASS SPECIFICATIONS be amended as follows:

Establish new class specification, Class Code 5611, Solid Waste  
Compliance Officer. (See attached).

This Ordinance shall take effect upon its passage and all Ordinances or parts of  
Ordinances inconsistent therewith are hereby repealed.

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# City of Manchester, New Hampshire

## Draft Class Specification

This is a class specification and not an individualized job description. A class specification defines the general character and scope of responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list every duty for a given position in a classification.

Class Title	Solid Waste Compliance Officer
Class Code Number	5611-15

### General Statement of Duties

Performs inspections and enforcement work relating to compliance with City Health and Sanitation Ordinances and City Health and City Highway Solid Waste Regulations; performs directly related work as required

### Distinguishing Features of the Class

The principal function of an employee in this class is to ensure adherence to existing City Ordinances relating to Health and Sanitation and to City Regulations. The work is performed under the supervision and direction of the Chief of Street Operations, Assistant Chief of Street Operations as well as the Refuse superintendent but considerable leeway is granted for the exercise of independent judgement and initiative. The nature of the work performed requires that an employee in this class establishes and maintains effective working relationships with other City employees, representatives of the Manchester Health Department and Building Department, and the public. The principal duties of this class are performed in both an indoor and outdoor work environments requiring access to all areas of the city

### Examples of Essential Work (Illustrative only)

- Inspects, investigates and enforces City Health and Sanitation Ordinances and Regulations;

- Inspects, investigates and enforces City Highway Department Solid Waste Regulations;
- Interprets and applies applicable ordinances and regulations;
- Coordinates enforcement actions between the Health Department, Housing Code, Building Department and others;
- Patrols city streets and alley ways and monitors activity to identify violations of applicable ordinances and regulations and takes appropriate actions to deal with the situation, including, issuing written warnings, issuing citations or rectifying the situation through a dialogue with all parties involved as warranted;
- Receives complaints, researches ownership of property and records and performs inspections and conducts reexaminations to ensure any situation has been rectified
- Prepares documentation to assist the City's legal Department in the prosecution of violators
- Observes violations, takes pictures, issues notices, counsels code violators, prepares case files, pursues legal remedies, and oversees remedial actions for non-compliant properties;
- Maintains thorough and accurate records of inspections activities;
- Testifies on behalf of the City on legal proceedings
- Responds to request for information from the public and neighborhood organizations on codes issues;
- Reports possible violations outside of area of authority to the proper City Department or outside agency;
- Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Attends meetings, conferences, workshops and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices and new developments in assigned work areas;
- Participates at public meetings on solid waste compliance issues;
- Responds to citizens' questions and comments in a courteous and timely manner;
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities;
- Performs other directly related duties consistent with the role and function of the classification.

<b>Required Knowledge, Skills and Abilities (at time of appointment)</b>
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- Thorough knowledge of local and State codes, ordinances and regulations relating to health , sanitation and solid waste;
- Thorough knowledge of the codes relating to acceptable materials, policies and procedures;
- Ability to read and interpret local and State ordinances and regulations;
- Knowledge and ability to recognize and properly address hazardous materials and/or public health related materials in solid waste;

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- Ability to communicate effectively with others, both orally and in writing, using both technical and non-technical language;
- Ability to understand and follow oral and/or written policies, procedures and instructions;
- Ability to prepare and present accurate and reliable reports containing findings and recommendations;
- Ability to operate or quickly learn to operate a personal computer using standard or customized software applications appropriate to assigned tasks;
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Integrity, ingenuity and inventiveness in the performance of assigned tasks.

#### **Acceptable Experience and Training**

- Graduation from High School or completion of GED; and
- Some experience in related Sanitation and Refuse operations; or
- Any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work.

#### **Required Special Qualifications**

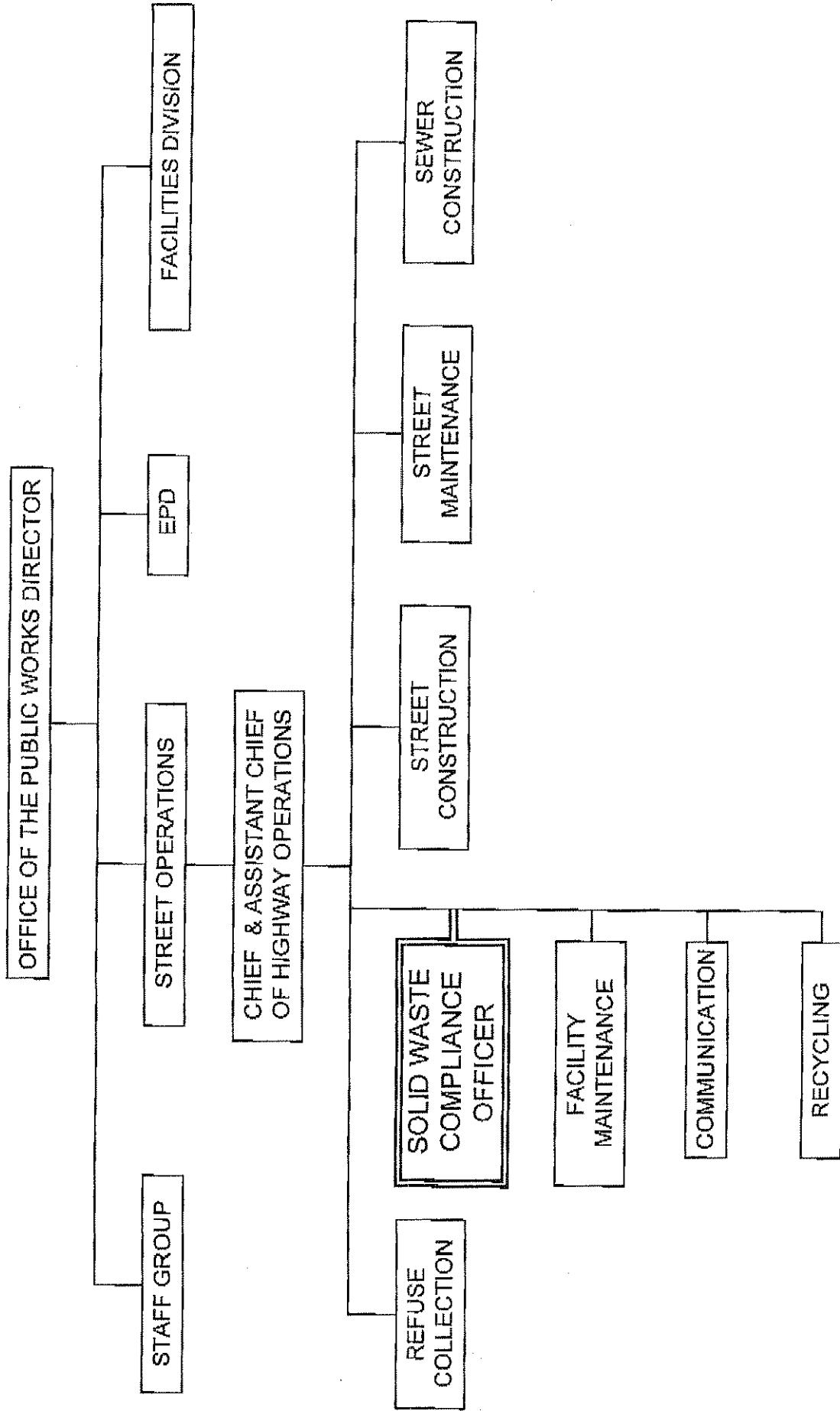
- Valid New Hampshire Driver's License.
- Level 2Solid Waste Facility License

#### **Essential Physical Abilities**

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively;
- Sufficient vision or other powers of observation, with or without reasonable accommodation, which permits the employee to inspect residences for code requirements;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate testing instruments as necessary;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to move about residencies and other buildings as necessary to perform inspections.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

## DEPARTMENT OF PUBLIC WORKS ORGANIZATIONAL CHART





# CITY OF MANCHESTER

## Human Resources Department

One City Hall Plaza  
Manchester, New Hampshire 03101-4000  
Tel: (603) 624-6543 (V/TTY) • Fax: (603) 628-6065



September 6, 2005

Alderman Bill Shea, Chairman  
Human Resource and Insurance Committee  
City of Manchester  
One City Hall Plaza  
Manchester, New Hampshire 03101

### Re: Request to Establish New Position

Dear Alderman Shea and Members of the Committee:

On behalf of Frank Thomas, P.E., Director, Highway Department, I am requesting the establishment of a new position and a new class specification. It is my understanding that the Aldermanic Solid Waste Committee recommended the establishment of this position.

According to Director Thomas, it is envisioned that his position will take the lead in coordinating compliance and enforcement actions relating to solid waste that are now covered by various departments on a complaint/problem basis. This position will be looking for violators of ordinances and regulations regarding solid waste. Further, it is envisioned that this position will identify hazardous materials in the waste stream such as asbestos. Additionally, this position will identify bug infestations in household materials to minimize exposure to collection crews. When appropriate and necessary, this position will also issue citations. He/she will be required to testify at legal proceeding as needed. The incumbent that is selected to fill this position will need to have excellent communications skills, a calm disposition and the ability to maintain good relations with residents.

Mr. Thomas provided this office with a draft class specification for our review and analysis. In addition to that, Christine Martinsen discussed the duties and responsibilities that are proposed as well as what the minimum requirements would be to be considered for this position. After reviewing this information and comparing the duties to other class specifications, I have determined that this position should be set at a salary grade 15. The Highway Department compared this proposed class specification with current classifications such as Zoning Inspector, salary grade 18, Building Inspector, salary grade 18, and Utility Inspector I, salary grade 17. In addition to those class specifications, I have compared the proposed position to other classifications at Highway as well as at other departments.

The proposed class specification for Solid Waste Compliance Officer states that one must possess a high school diploma or GED and some (three months) experience in related sanitation or refuse operations. In addition, the incumbent would be required to have a Level II Solid Waste Facility License. The class specs that Highway has compared this class spec to require a higher level of knowledge and specialized experience. For examples, the Building Inspector class specification requires an Associates Degree in Construction Technology as well as experience in construction and building inspections. He/she must also be certified as a Building Inspector. A Zoning Inspector must be licensed by the State and also have specific experience in inspection operations. The Utility Inspector I class specification requires considerable experience (five to six years) in construction projects as well as graduation from high school. A class specification that Highway did not consider would be that of an Animal Control Officer II, salary grade 15. The level of the duties and responsibilities that are assigned to this classification are quite similar to those that are being discussed here today. For example the specification requires that the incumbent have a high school diploma or GED and some (three months) experience in an animal related field, some public contact experience and some law enforcement experience. An incumbent is required to enforce local and state ordinances and laws, investigate complaints and issue citations as necessary, to work in distasteful circumstances, testify in court as necessary, etc. etc. The level of the duties that are proposed for the Solid Waste Compliance Officer class specification are very close to the level of duties that have been established for the Animal Control Officer class specification.

Therefore, I am requesting that your authorize the establishment of a new position and a new class specification of Solid Waste Compliance Officer at salary grade 15.

I am attaching a copy of the draft class specification as well as an organization chart.

Your favorable approval of these requests would be greatly appreciated.

Respectfully submitted,



Virginia A. Lamberton  
Human Resources Director

Attachments

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To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Human Resources/Insurance respectfully advises, after due and careful consideration, that it has approved Ordinance:

"Amending Sections 33.024, 33.025 & 33.026 (Solid Waste Compliance Officer) of the Code of Ordinances of the City of Manchester."

providing for the establishment of a new class specification, Solid Waste Compliance Officer, and is recommending same be referred to the Committee on Bills on Second Reading for technical review. The Committee further recommends that the issue of enforcement authority for this position be worked out with the Solicitor's Office and City staff.

(Aldermen Shea, Sysyn, Garrity and Forest voted yea; Alderman DeVries voted nay.)

At a meeting of the Board of Mayor and Aldermen  
held Oct. 4, 2005 on a motion of Ald. Shea  
duly seconded by Ald. Thibault the report  
of the Committee was accepted and its recommendations  
(adopted) (dated) \_\_\_\_\_

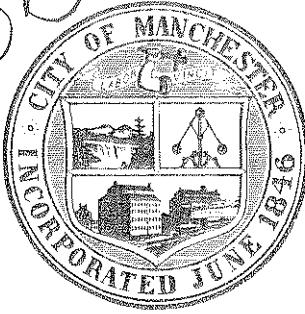
Respectfully submitted,

*S.N. Bemur*

Clerk of Committee

*S.N. Bemur*

City Clerk



MANCHESTER, NH  
MAYOR'S OFFICE

**Commission**  
Edward J. Beleski  
- Chairman  
Henry R. Bourgeois  
William F. Kelley  
Michael W. Lowry  
William A. Varkas

Frank C. Thomas, P.E.  
Public Works Director

Kevin A. Sheppard, P.E.  
Deputy Public Works Director

**City of Manchester  
Department of Highways**

227 Maple Street  
Manchester, New Hampshire 03103-5596  
(603) 624-6444 Fax # (603) 624-6487

11/22 P1:36

November 21, 2005  
#05-102

Committee on Bills of Second Reading of the  
Honorable Board of Mayor and Aldermen  
CITY OF MANCHESTER  
One City Hall Plaza,  
Manchester, New Hampshire 03101

**Attn:** Leo R. Bernier, City Clerk

**Re:** *Solid Waste Compliance Officer*

Dear Aldermen:

The Highway Department was instructed to work with the Solicitor's Office to define needed enforcement powers for this Solid Waste Compliance Officer and to prepare needed documentation to achieve this enforcement power. These tasks have not been completed due to the fact that there are no funds allocated for this position. At the Human Resources Committee, it was noted we would revisit the funding issue after the winter season to see if there would be any surplus operating funds in our budget that could be used for this position.

Therefore, it is recommended that this issue be tabled until late winter.

Very truly yours,

Frank C. Thomas, P.E.  
Public Works Director

/c

cc: Thomas Clark, City Solicitor  
Kevin A. Sheppard, Deputy PWD



# CITY OF MANCHESTER

## Office of the City Clerk



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Leo R. Bernier  
City Clerk

Carol A. Johnson  
Deputy City Clerk

Paula L-Kang  
Deputy Clerk  
Administrative Services

Matthew Normand  
Deputy Clerk  
Licensing & Facilities

Patricia Piecuch  
Deputy Clerk  
Financial Administration

Memo To: Committee on Bills on Second Reading

From: C. Johnson  
Deputy City Clerk

Date: April 26, 2006

Re: Compliance Officer Ordinance

The Special Committee on Solid Waste Activities in action taken April 25<sup>th</sup> has requested that this Committee act on the ordinance relating to a compliance officer to enforce solid waste regulations.



SC  
City of Manchester  
Office of Risk Management

4/4/06 - Ref. to  
FY07 CIP budget discussion  
Harry G. Ntapalis  
Risk Manager

One City Hall Plaza  
Manchester, New Hampshire 03101  
(603) 624-6503 Fax (603) 624-6528  
TTY: 1-800-735-2964

March 31, 2006

Honorable CIP Committee  
City Hall  
One City Hall Plaza  
Manchester, New Hampshire 03101

**Re: Automobile Insurance Claims**

Dear Aldermen:

At the request of the Chairman, I have compiled by year, statistics on all City vehicle claims and expenses as depicted in the Graphs and Summary.

I also filtered out, by department, the total number of accidents and expenses for non-construction fleet vehicles, which includes autos, vans and small pick up trucks.

As you will note, from 1997 to present or approximately nine years, the City has incurred 1.7 million dollars in total vehicle related losses and approximately 225,000 thousand dollars for the same time period on the non-construction vehicle accidents.

I trust you will find this information current and useful.

If I can be of further assistance to the Committee, please let me know.

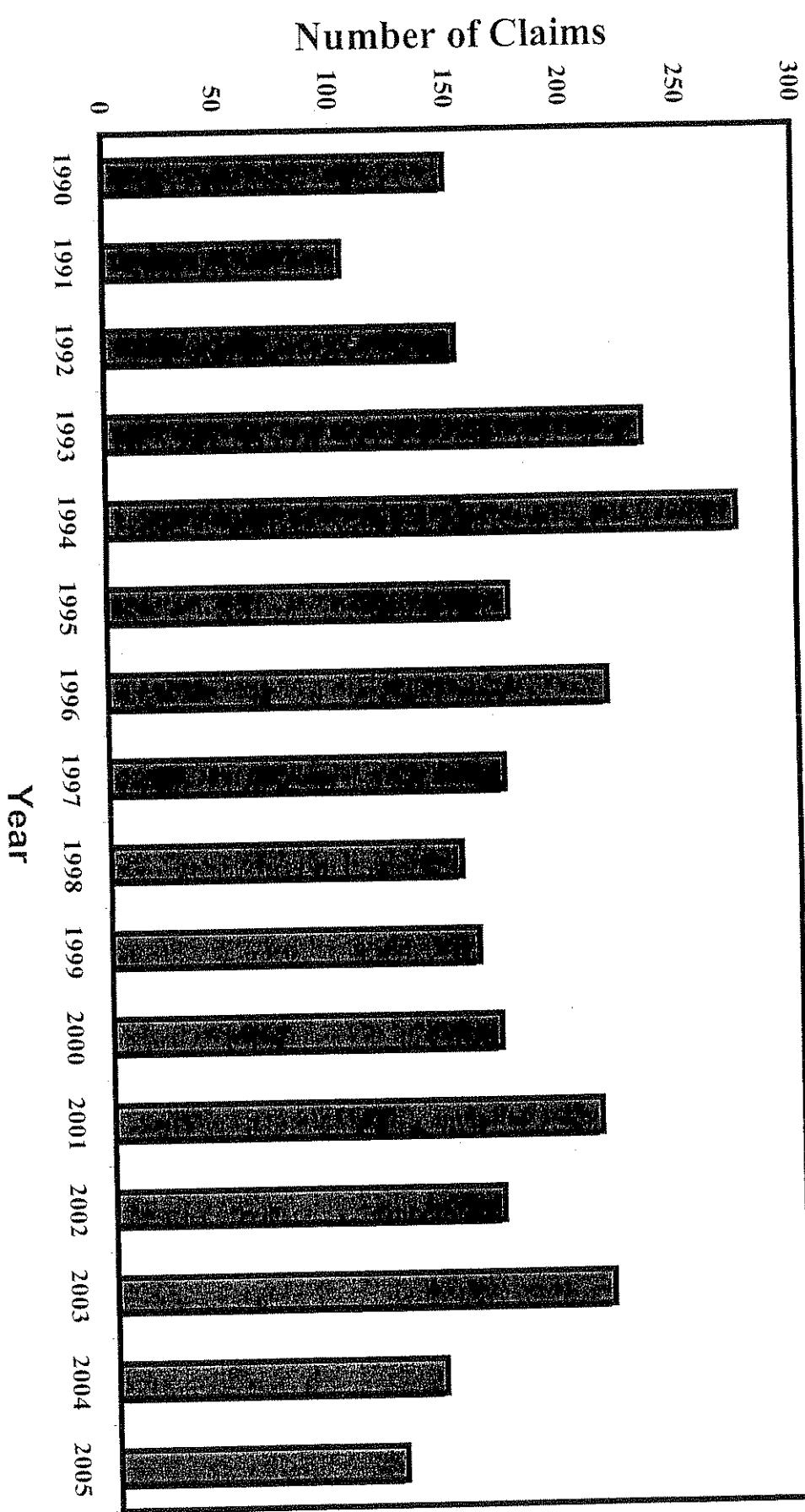
Sincerely,

Harry G. Ntapalis  
Risk Manager

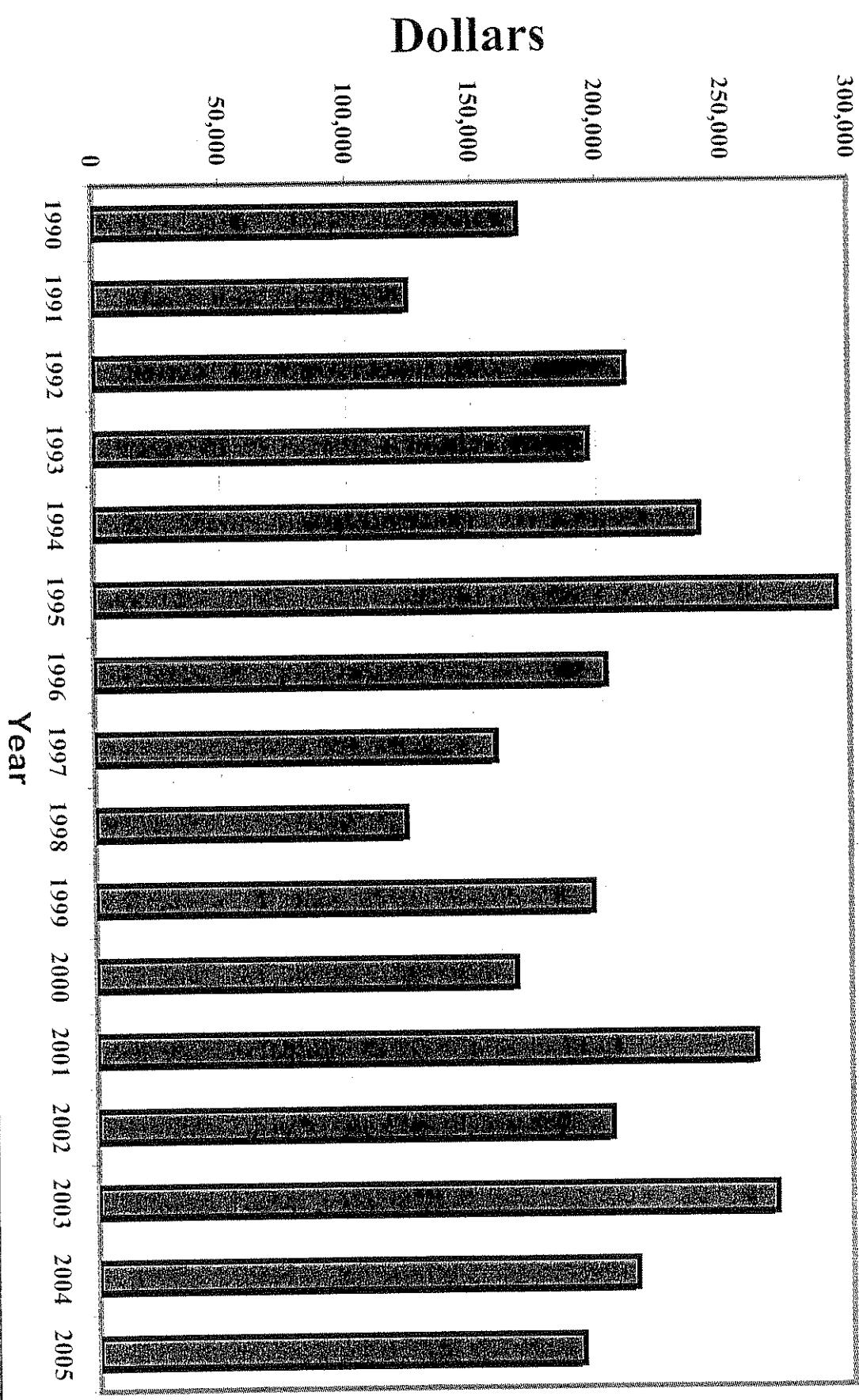
HGN/hms

enclosure

# Auto Liability Claims



## Auto Liability Expenditures



SC

ALL MOTOR VEHICLE ACCIDENTS CITY WIDE BY YEAR

Total Auto related claims have averaged (169) over the past nine years with an annual average cost of 198,594 dollars per year.

	1997	1998	1999	2000	2001	2002	2003	2004	2005
Total Claims	172	153	160	169	213	169	217	143	125
Total Expense	\$158,372	\$122,866	\$197,408	\$166,239	\$261,796	\$204,627	\$269,700	\$214,213	\$192,125

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City of Manchester  
 Auto Claim Payments (Excluding Police & Fire)  
 7/02/1997 - 3/28/2006

Department	Number of Accidents	Payments	Subro Recovery	Net Payments	Reserves
Building Department	3	\$ 85,054.00	\$ 831.15	\$ 84,222.85	\$ -
City Clerk	5	\$ 4,794.07	\$ -	\$ 4,794.07	\$ -
Mayor's Office	2	\$ 495.50	\$ -	\$ 495.50	\$ 1,500.00
Personnel Dept	1	\$ 250.00	\$ -	\$ 250.00	\$ -
PBS	8	\$ 23,105.91	\$ 75.00	\$ 23,030.91	\$ -
Aviation	7	\$ 7,828.75	\$ -	\$ 7,828.75	\$ 2,590.00
EPD	1	\$ 520.00	\$ -	\$ 520.00	\$ -
Health	9	\$ 6,306.13	\$ 502.00	\$ 5,804.13	\$ -
Traffic	7	\$ 4,432.70	\$ -	\$ 4,432.70	\$ -
Parks & Recreation	1	\$ 38,716.55	\$ -	\$ 38,716.55	\$ -
Library	2	\$ 398.37	\$ -	\$ 398.37	\$ -
Schools	29	\$ 51,933.97	\$ 6,260.11	\$ 45,673.86	\$ -
Highways	3	\$ 6,966.20	\$ -	\$ 6,966.20	\$ -
Waterworks	1	\$ 1,503.06	\$ -	\$ 1,503.06	\$ -
	79	\$ 232,305.21	\$ 7,668.26	\$ 224,636.95	\$ 4,090.00



**City of Manchester  
Department of Highways**

227 Maple Street  
Manchester, New Hampshire 03103-5596  
(603) 624-6444 Fax # (603) 624-6487

**Commission**  
Edward J. Beleski  
- Chairman  
Joan Flurey  
William F. Houghton Jr.  
Robert R. Rivard  
William A. Varkas

Frank C. Thomas, P.E.  
Public Works Director

Kevin A. Sheppard, P.E.  
Deputy Public Works Director

5C

March 24, 2006

C.I.P. Committee of the  
Honorable Board of Mayor and Aldermen  
CITY OF MANCHESTER  
One City Hall Plaza,  
Manchester, New Hampshire 03101

Attn: Leo R. Benier, City Clerk

Re: *City Vehicle Usage*

Dear Committee Members:

Attached, please find the additional information on vehicle use which was requested by the Committee at their last meeting. I believe the Committee requested a comparison of paid mileage versus the use of a City vehicle, substantiation for the vehicle as well as whether the vehicle is brought home (in or out of the City).

The first two pages is a comparison of the use of a City vehicle versus paid mileage for personal vehicles. As you can see, in most cases, it is best to continue the use of City vehicles. The balance of the sheets is the Department's response for substantiation of the vehicles as well as whether the vehicles are brought home after work.

I will be available at the meeting to discuss this information further.

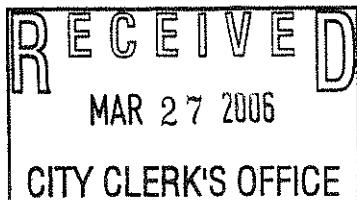
Sincerely,

Kevin A. Sheppard, P.E.  
Deputy Public Works Director

KAS/cd

cc: Frank C. Thomas, P.E.

Encl.



## Airport Authority

<u>Reference Number</u>	<u>Estimated Miles per Year</u>	<u>Vehicles Used For?</u>	<u>Substantiate Need for Vehicle</u>	<u>Eliminate Vehicle? (Yes/No)</u>	<u>Is this vehicle brought home at night? (Yes/No)</u>	<u>If yes, within the City or not?</u>	<u>Comments</u>
AP-001	18,681	Admin/Airport Director	Airport Operations/24-hr on call /Condition of employment	No	Yes/not in city		
AP-002	23,323	Operations	Airport Operations/24-hr on call /Condition of employment	No	Yes/not in city		
AP-003	23,572	Admin/Properties	Condition of employment/24-hr on call	No	Yes/not in city		
AP-004	21,261	Operations	Airport Operations/24-hr on call /Condition of employment	No	Yes/not in city		
AP-005	17,842	Operations/Maintenance	Operations/24-Hour on call	No	Yes/not in city		
AP-028	23,460	Engineering	Condition of employment/24-hr on call	No	Yes/not in city		
AP-029	4,391	Operations	Airport/airfield campus use only	No	Yes/in city		
AP-034	19,579	Admin/Marketing	Condition of employment/24-hr on call	No	Yes/not in city		
AP-041	931	Engineering	Airfield shuttle use only	No	Yes/not in city		
AP-042	12,765	Security/Admin.	Airport security use/24-hr on call/Security manager	No	No		
AP-072	4,316	Engineering	Airport/airfield campus use only/Construction site inspections, etc	No	Yes/not in city		
AP-074	20,059	Administration	Condition of employment/24-hr on call	No	Yes/not in city		
AP-101	15,955	Police Vehicle	Police/security use/24-hr on call	No	No		
AP-102	31,974	Police Vehicle	Police/security use/24-hr on call	No	No		
AP-103	24,792	Police Vehicle	Police/security use/24-hr on call/Officer-in-charge	No	Yes/not in city		
AP-104	6,000	Police Vehicle	Police/security use/24-hr on call/Airfield security patrol	No	No		
AP-EZ009	43,894	Security Patrol	Airport/airfield campus use only/Airfield security patrol				

City Clerk

Reference Number	Year	Make	Model	Mileage	Estimated Miles per Year	Substantiate Need for Vehicle	Is this vehicle brought home at night? (Yes/No) If yes, within the City or not?	
							Eliminate Vehicle? (Yes/No)	Yes, in the City
CLERK-0952	1999	FMC	FORD TAURUS WAGON	27,992	5,600	Business inspections & elections	No	Yes, in the City

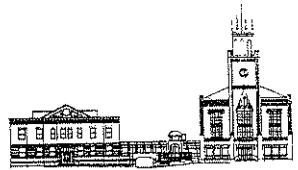
15C



Leon L. LaFreniere  
Building Commissioner

# CITY OF MANCHESTER DEPARTMENT OF BUILDINGS

One City Hall Plaza  
Manchester, New Hampshire 03101  
Tel: (603) 624-6475  
Fax: (603) 624-6324



Matthew M. Sink  
Deputy Bldg. Commissioner

Date: March 20, 2006

To: Kevin A. Sheppard, P.E., Deputy Director of Public Works  
From: Leon L. LaFreniere, Building Commissioner  
Subject: Vehicle Usage

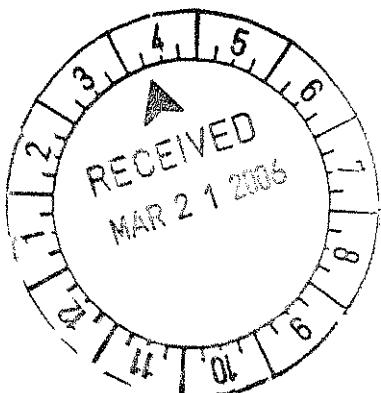
This memorandum is prepared in response to your e-mail requesting additional information regarding departmental usage of city vehicles. I understand that this information is required to address concerns expressed by the C.I.P Committee pertaining to the efficiency of maintaining city owned vehicles for some functions. Attached you will find a completed copy of the spreadsheet that you provided that clarifies the specific usage of vehicles currently assigned to the Building Department. You will note that none of the vehicles currently assigned leave the city for commuting purposes. Each of the employees assigned a vehicle currently brought home at night does so in compliance with IRS reporting guidelines.

In addition to the information supplied in the spreadsheet I would like to bring to the committee's attention some mitigating factors that I believe should be considered when weighing the decision to maintain current fleet allocations. As has been noted, some of the vehicles assigned have not traveled a significant number of miles in the past year. This is particularly evident in the case of BLDG-1087, which was put into service in 2005. It should be noted that this vehicle has experienced electrical problems that have not permitted full utilization since acquisition. These issues have ultimately been resolved under warranty. In addition, the Building Department has experienced vacancies in two field inspector positions during the past year. This has resulted in a reduction in both miles traveled as well as inspections performed during the period. One of these positions has recently been filled, and we are currently recruiting for the other with an anticipated fill date of May 1<sup>st</sup>. As a result of these changes in conditions, I project that vehicle utilization rates for our department will increase over the upcoming year.

An additional issue that I would like to bring to the committee's attention has to do with public acceptance of our function being directly related to the official nature of our presence during field inspections. In the dispatch of our duties as a safety services and regulatory administration agency it is critical that the public recognizes our inspectors as official representatives of the City of Manchester. Even with proper identification there is a certain suspicion that accompanies an unannounced or un-requested inspector who arrives in a civilian vehicle. I believe that the unique circumstances of the Building Department functions should be considered as part of this discussion.

Thank you for your assistance.

E-mail: [building@ci.manchester.nh.us](mailto:building@ci.manchester.nh.us)  
[www.ci.manchester.nh.us](http://www.ci.manchester.nh.us)



5c

Reference Number	Estimated Miles per Year	Vehicles Used For?	Building Department		Comments
			Substantiate Need for Vehicle	Eliminate Vehicle? (Yes/No)	
BLDG-0852	7,000	Housing inspections	*	No	Yes/yes
BLDG-0947	7,600	Housing inspections	*	No	Yes/yes
BLDG-0977	4,300	Housing inspections	*	No	No
BLDG-0979	5,700	Housing inspections	*	No	Yes/yes
	3,600	Housing inspections	*	No	Yes/yes
*The above listed vehicles are used to conduct housing inspections throughout the city for the Code Enforcement Program.					
BLDG-0853	3,500	Zoning inspections	**	No	No
**This vehicle is used on an as-needed basis for site visits to properties for which a variance has been applied for as well as zoning complaints received from constituents and aldermen, etc.					
BLDG-0902	8,200	Construction inspections	***	No	No
BLDG-0903	8,200	Construction inspections	***	No	No
BLDG-0904	10,500	Construction inspections	***	No	No
BLDG-0948	4,200	Construction inspections	***	No	No
BLDG-0958	3,000	Construction inspections	***	No	Yes/yes
BLDG-0993	11,000	Construction inspections	***	No	Yes/yes
BLDG-1013	4,000	Construction inspections	***	No	No
BLDG-1027	1,800	Construction inspections	***	No	No

\* The above listed vehicles are used to conduct housing inspections throughout the city for the Code Enforcement Program.

\*\*This vehicle is used on an as-needed basis for site visits to properties for which a variance has been applied for as well as zoning complaints received from constituents and adenmen, etc.

\*\*\*The above listed vehicles are used to conduct building, electrical, mechanical and plumbing inspections requested by contractors and/or homeowners to ensure compliance with applicable codes and fulfill the requirements of permit process.

**General Note:** By utilizing city vehicles the City seal provides identification for inspectors that contributes to acceptance of the official nature of their business. I believe that people are in general less suspicious of our site visits when we arrive in an obvious official vehicle.

<u>Fire Department</u>	<u>Reference Number</u>	<u>Estimated Miles per Year</u>	<u>Vehicles Used For?</u>	<u>Substantiate Need for Vehicle</u>	<u>Eliminate Vehicle? (Yes/No)</u>	<u>Is this vehicle brought home at night? (Yes/No)</u>	<u>If yes, within the City or not?</u>	<u>Comments</u>
FIRE-CAR1		21,825	FIRE/HAZ MAT INCIDENT RESPONSE	Response vehicle	NO	NO	NO	
FIRE-CAR2		11,146	FIRE/ HAZ MAT INCIDENT RESPONSE	Response vehicle	NO	NO	NO	
FIRE-CAR3		8,900	TRAINING & SAFETY RESPONSE	Response vehicle	NO	NO	NO	
FIRE-CAR4		4,200	FIRE PREVENTION/ARSON INVESTIGATION	City-wide inspections	NO	NO	NO	
FIRE-CAR5		3,775	FIRE CHIEF	Department head vehicle	NO	NO	NO	
FIRE-CAR6		2,700	ASST. FIRE CHIEF	Asst. Chief/response	NO	NO	NO	
FIRE-CAR8		6,000	CITY-WIDE COMMUNICATIONS	City-wide radio/fire alarm repair	NO	NO	NO	
FIRE-CAR9		8,400	CITY-WIDE COMMUNICATIONS	City-wide radio/fire alarm repair	NO	NO	NO	
FIRE-CAR10		7,200	FIRE PREVENTION/ARSON INVESTIGATION	City-wide investigations	NO	NO	NO	
FIRE-CAR11		5,800	CITY-WIDE COMMUNICATIONS	City-wide radio/fire alarm repair	NO	NO	NO	

SC

<u>Health</u>	<u>Reference Number</u>	<u>Estimated Miles per Year</u>	<u>Vehicles Used For?</u>	<u>Substantiate Need for Vehicle</u>	<u>Eliminate Vehicle? (Yes/No)</u>	<u>Is this vehicle brought home at night? (Yes/No)</u>	<u>If yes, within the City or not?</u>	<u>Comments</u>
	HLTH-0918	4,000	Inspections	Inspection vehicles are used everyday - primarily for intown use.	no	no	no	
	HLTH-0920	6,000	Inspections		no	no	no	
	HLTH-0949	5,000	Inspections		no	no	no	
	HLTH-0978	5,000	Inspections		no	no	no	
	HLTH-1010	5,000	Public Health Response	This vehicle is a response vehicle to pull supply trailers, transport biohazard specimens, etc.	no	no	no	paid for with Federal fu
	HLTH-1046	3,000						

Attached is the excel spreadsheet. Health vehicles are used as an "office" for field staff. The trunks are supplied with personal protective equipment, inspection forms and apparatus, and public health response materials. Given some of the specimens collected and the places the vehicles go, the use of personal vehicles would not be appropriate. Also, the presence of a City car is a form of identification that can't be faked. This is reassuring to the public when they see a vehicle parked in an alley, or neighborhood. Fred

<u>Highway</u>	<u>Reference Number</u>	<u>Estimated Miles per Year</u>	<u>Vehicles Used For?</u>	<u>Substantiate Need for Vehicle</u>	<u>Eliminate Vehicle? (Yes/No)</u>	<u>Is this vehicle brought home at night? (Yes/No)</u> <u>If yes, within the City or not?</u>	<u>Comments</u>
	590	8,600	Inspection of private contractors	Inspector's Vehicles	N	Yes, within City	
	611	7,900	Inspection of private contractors	Used on construction sites throughout the City	N	Yes, within City	
	599	8,400	Inspection of utility crews		N	No	
	616	6,100	Inspection of utility crews		N	Yes, within City	
	585	14,000	Inspection and mgmt. Of City Crews	Supt. and Asst Supt.	N	Yes, outside City	
	614	14,500	Inspection and mgmt. Of City Crews	Vehicles	N	Yes, outside City	
	571	2,500	Shared vehicle for Dept. usage	These 3 vehicles are shared by our technicians, engineers	N	No	
	615	3,500	Shared vehicle for Eng. Division	field crews (when needed) an	N	No	
	598	3,500	Shared vehicle for Eng. Division	management for field	N	No	
				inspections and meetings			

## Highway - Facilities Division

5C

<u>Reference Number</u>	<u>Estimated Miles per Year</u>	<u>Vehicles Used For?</u>	<u>Substantiate Need for Vehicle</u>	<u>Eliminate Vehicle? (Yes/No)</u>	<u>Is this vehicle brought home at night? (Yes/No)</u> <u>If Yes, within the City or not?</u>
PBS-0929	GC3308	1999 Ford 4DR. SEDAN	99,013 4,000	Facilities Supt., Inspection of Facilities/Projects	No No
PBS-0966	GO3359	2000 Ford FORD RANGER PICK	13,321 3,000	Chief Facilities Mgr., Inspection of Facilities/Projects	No No
PBS-0985	GI7761	2000 Ford CROWN VIC. - CRUI	145,552 7,000	Bldg. Prog. Supvr., Inspection of Facilities/Projects	No No
PBS-0990	GI7357	1999 Ford CROWN VIC. - CRUI	122,163 4,000	Clerk of the Works, Inspection of Facilities/Projects	No No

<u>Human Resources</u>	<u>Reference Number</u>	<u>Estimated Miles per Year</u>	<u>Vehicles Used For?</u>	<u>Substantiate Need for Vehicle</u>	<u>Eliminate Vehicle? (Yes/No)</u>	<u>Is this vehicle brought home at night? (Yes/No)</u> <u>If yes, within the City or not?</u>	<u>Comments</u>
	HR-1026	3000 (8 mos.)	Security related issues, installation, maintenance, operation, meetings with depts., etc.	The security manager is the sole person dealing w/ security related issues, problems and on call 24/7.  City cost to operate vehicle was \$605.65. Mileage reimbursement cost would have been \$1,335.00.	No	Yes, within City	



5C

**CITY OF MANCHESTER**  
**Parks, Recreation & Cemetery Department**

625 Mammoth Road  
Manchester, NH 03104-5491  
(603) 624-6565 Administrative Office  
(603) 624-6514 Cemetery Division  
(603) 624-6569 Fax

COMMISSION

Stephen Johnson, Chairman  
Sandra Lambert, Clerk  
George "Butch" Joseph  
Michael Worsley  
Dennis Smith  
Ronald Ludwig, Director

March 14, 2006

Community Improvement Program Committee  
Alderman Michael Garrity, Chairman  
One City Hall Plaza  
Manchester, NH 03101

Re: Request for Vehicle Information

Dear Alderman Garrity,

Attached please find information requested by the CIP Committee relative to vehicles within the PR&C Department. I am including a brief narrative that will describe how each vehicle is being used and where the vehicle is stored during non-work periods.

It has also been brought to our attention that the Committee is reviewing the possibility of eliminating or reducing the size of it's passenger fleet and investigating asking employees to use personnel vehicles and receive mileage reimbursement. The department does reimburse some employees for use at the present time. Some employee's usage is sporadic, which does not necessitate the full time use of a City vehicle. On other occasions, which are rare, employees use their own vehicles to travel out of town. The reason for this practice is that the vehicles in are fleet being used within the city are for the most part not considered to be reliable for extended periods of travel. Employees are encouraged to use available city vehicles while conducting city business within the city. This practice is implemented for several reasons. City employees have not been covered while operating their own vehicles while at work. In the case of our supervisors who deal with constituents within the city daily, the cars are labeled and easily identified by residents who may otherwise be reluctant to approach an unidentified vehicle. Losing the presence of these vehicles patrolling our parks, visiting customers with tree concerns, servicing funeral directors and customers within the cemeteries would be detrimental to the city in general. The few city vehicles we currently have in place are utilized in a cost effect manner providing coverage for important city business.

I would also like to make Committee Members aware that our summer staff who manage pools, lifeguards and our FITS Program typically utilize "Pool", vehicles which are administered by the MHD. In the past individuals used their own vehicles for not only personnel transportation but also for transportation of equipment and disbursement of supplies at all facilities. The office of Risk Management discouraged this practice.

*Sc*

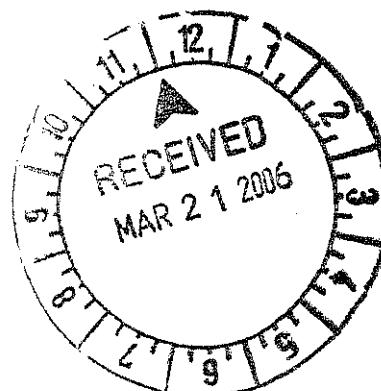
I would be happy to discuss any options the Committee would like to investigate beyond the policies currently in place.

Sincerely,

*R*

Ronald E. Ludwig  
Director

Cc: Alderman Daniel P. O'Neil  
Alderman Ed Osborne  
Alderman Theodore "Ted" Gatsas  
Alderman Jerome Duval  
Kevin Sheppard, Deputy Director MHD ✓  
Harry Ntapis, Risk Manager



SC

<u>Parks, Recreation &amp; Cemetery</u>	<u>Reference Number</u>	<u>Estimated Miles per Year</u>	<u>Vehicles Used For?</u>	<u>Substantiate Need for Vehicle</u>	<u>Eliminate Vehicle? (Yes/No)</u>	<u>Is this vehicle brought home at night? (Yes/No)</u>	<u>If Yes, is it stored outside of City?</u>	<u>Comments</u>
	CEM857	1,500	greenhouse transport & outside meetings & cemetery tours	see attached	NO	NO		see attached
	CEM858	2,500	Meetings & cemetery tours	see attached	NO	NO		see attached
	PKS03	5,000	transportation to meetings and facilities	see attached	NO	YES, Auburn, NH		see attached
	PKSA4	5,000	transportation between facilities	see attached	NO	YES, stored in city		see attached
	PKSA3	5,000	transportation to meetings and facilities	see attached	NO	NO		see attached



**CITY OF MANCHESTER**  
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625 Mammoth Road  
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**COMMISSION**

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George "Butch" Joseph  
Michael Worsley  
Dennis Smith  
Ronald Ludwig, Director

March 14, 2006

**VEHICLE USE ANALYSIS**

**CEM857**

This recycled police vehicle is used by our Cemetery greenhouse foreman. Over the years the Cemetery has been limited in terms of purchasing the appropriate vehicle for the task at hand. The Cemetery Foreman uses this "Old Police Cruiser" primarily in the cemetery to service perpetual care urns and flowers. It doubles as a means of transportation to and from other cemeteries within the city. It is used on occasion to drive customers looking to purchase lots and graves and is used by other cemetery employees to attend outside meetings and give tours. This is the main reason the yearly mileage is low. This person could not use a personnel vehicle in this circumstance.

The vehicle is stored at the cemetery greenhouse when not in use.

**CEM858**

This recycled police vehicle is used by our Cemetery Supervisor. Her main responsibilities include managing the day to day operations of the cemetery. She meets with customers and funeral directors and uses this vehicle to bring customers to various sites within the cemetery. The vehicle is used to attend off site meetings, and run various errands that are necessary to run the operations of the cemetery.

The vehicle is stored in the cemetery garage when not in use.

**PKSO3**

This recycled police vehicle is used by our Parks Operations Manager. Its primary use is to provide transportation to various locations throughout the city. Some of the main functions of the position are checking parks, visiting constituents in need of assistance relative to tree calls, attending construction meetings, and checking the work force both in the cemetery and the parks division.

SC

Because this person is expected to respond to all emergencies, check park lights in the evening, and monitor snowplowing operations, the vehicle is stored at the users home.

PKS04

This vehicle is a recycled police vehicle assigned to the Recreation Enterprise Manager. Its primary use is to provide transportation between the main office, other City offices and facilities that comprise the Enterprise Division, and general fund swimming facilities. It is also used for site visits during project planning and construction, and while coordinating special events. Some special equipment is kept in this vehicle for easy on-site availability.

This vehicle is take home by the user each day.

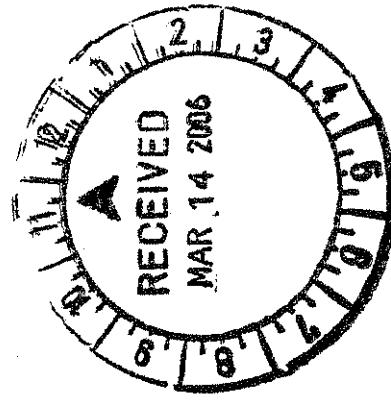
PKSA3

This is a recycled police vehicle that is assigned to our office staff. On several occasions there are no available vehicles to transport office staff to the downtown in order to attend required meetings. It is also used to by Golf staff to runs errands and pick up parts etc. In the summer the vehicle is used by the leader of the Workcreation Program who oversees the work of 15 employees throughout the city.

This vehicle is stored at the Golf Course Maintenance facility when not in use.

TRAFFIC

Traffic	Reference Number	Estimated Miles per Year	Vehicles Used For?	Substantiate Need for Vehicle	Eliminate Vehicle? (Yes/No)	Is this vehicle brought home at night? (Yes/No) If yes, within the City or not?	Comments
	TR-35	4,000	Both vehicles are shared by the Director, Deputy and foreman for inspections, meetings, ect.	← See vehicle use	No		
	TR-36	4,000			No		



Lease Terms							7 Years	A			B			C+D		
							5.0% APR	# of Payments	A	B	C	D	A+B	C+D		
Parks, Recreation & Cemetery	Registration Number	Year	Manuf.	Desc.	Current Odometer	Estimated Miles.DEC Year	Fiscal Year 06 07/01/04 - 06/30/05	Vehicles Used	Total Costs	Vehicle Cost	Total Annual Veh. Payment	Maint. + Veh. term	Mileage Reimbursement	Savings		
GEMB57 G06953	1994	GMC	CHEVY CAPRICE	117,638	1,500	greenhouse transport & outside meetings & cemetery tours	\$ 594.11	\$ 1,327.16	\$ 0.00	\$ 1,527.16	\$ 594.11	\$ 607.50	\$ 414.66			
G11810	1989	FMC	FORD CROWN VIC	131,562	2,500	Meetings & Cemetery tours	\$ 283.39	\$ 10,369.00	\$ 1,758.65	\$ 2,051.95	\$ 2,051.95	\$ 2,225.00	\$ 2,225.00			
PSK019	1995	FMC	CROWN VICTORIA	131,219	5,000	Transportation to meetings and facilities	\$ 1,322.14	\$ 10,646.00	\$ 1,805.64	\$ 2,045.24	\$ 2,045.24	\$ 2,225.00	\$ 2,225.00			
PSA43	1995	CHV	95 CHEVY CAPRICE	112,592	5,000	Transportation between facilities	\$ 1,114.19	\$ 10,846.00	\$ 1,805.64	\$ 2,045.24	\$ 2,045.24	\$ 2,225.00	\$ 2,225.00			
PSA3	1998	FMC	1998 WHITE CROWN VIC	97,157	5,000	Transportation to meetings and facilities	\$ 3,083.90	\$ 10,369.00	\$ 1,758.65	\$ 4,832.55	\$ 4,832.55	\$ 2,225.00	\$ 2,225.00			
PRSA3	1998	FMC	1998 WHITE CROWN VIC	98	5,000	Not Available	\$ 1,413.02	\$ 10,369.00	\$ 1,758.65	\$ 2,171.67	\$ 2,171.67	\$ 2,225.00	\$ 2,225.00			
Building Department	Reference Number	Registration Number	Year	Manuf.	Desc.	Current Odometer	Fuel & Maint.	Total Costs	Total Annual Veh. Payment	Maint. + Veh. term	Mileage Reimbursement	Savings				
BL-DG-0852 G02637	1996	FMC	FORD RANGER TRUCK	69,868	7,000	Housing inspections	\$ 687.30	\$ 10,616.00	\$ 1,805.64	\$ 2,672.94	\$ 2,672.94	\$ 3,115.00	\$ 494.45			
BL-DG-0853 G02840	1996	GM	CHEVY LUMINA	43,020	3,500	Zoning Inspections	\$ 283.39	\$ 10,369.00	\$ 1,758.65	\$ 2,051.95	\$ 2,051.95	\$ 2,225.00	\$ 2,225.00			
BL-DG-0854 G02842	1998	FMC	FORD RANGER PICKUP	63,656	8,200	Construction Inspections	\$ 2,689.60	\$ 10,646.00	\$ 1,805.64	\$ 4,495.24	\$ 4,495.24	\$ 649.00	\$ 649.00			
BL-DG-0855 G02843	1998	FMC	FORD RANGER PICKUP	63,873	8,200	Construction Inspections	\$ 1,322.14	\$ 10,646.00	\$ 1,805.64	\$ 3,127.76	\$ 3,127.76	\$ 649.00	\$ 649.00			
BL-DG-0856 G02844	1998	FMC	FORD RANGER PICKUP	63,835	10,500	Construction Inspections	\$ 1,114.19	\$ 10,846.00	\$ 1,805.64	\$ 2,919.63	\$ 2,919.63	\$ 649.00	\$ 649.00			
BL-DG-0857 G02845	1998	FMC	FORD F150 CAVALIER	49,557	7,600	Housing inspections	\$ 3,083.90	\$ 10,369.00	\$ 1,758.65	\$ 4,832.55	\$ 4,832.55	\$ 3,122.00	\$ 1,470.55			
BL-DG-0858 G13948	1999	GM	CHEVROLET CAVALIER	26,128	4,200	Construction inspections	\$ 1,413.02	\$ 10,369.00	\$ 1,758.65	\$ 2,171.67	\$ 2,171.67	\$ 2,225.00	\$ 302.67			
BL-DG-0859 G02247	1999	GM	CHEVY CAVALIER	130,597	3,000	Construction inspections	\$ 2,546.23	\$ 10,369.00	\$ 1,758.65	\$ 4,304.86	\$ 4,304.86	\$ 1,335.00	\$ 649.00			
BL-DI-08558 G17356	1999	FMC	CROWN VIC. - CRUISER	26,128	4,800	Housing inspections	\$ 1,019.23	\$ 10,369.00	\$ 1,758.65	\$ 2,778.37	\$ 2,778.37	\$ 1,913.50	\$ 664.37			
BL-DG-0857 G02236	2000	FMC	FORD FOCUS	33,634	5,700	Housing inspections	\$ 686.21	\$ 10,369.00	\$ 1,758.65	\$ 2,444.92	\$ 2,444.92	\$ 2,536.50	\$ 611.56			
BL-DG-08579 G13960	2000	FMC	FORD FOCUS	54,068	11,000	Construction inspections	\$ 1,160.49	\$ 10,646.00	\$ 1,805.64	\$ 2,866.13	\$ 2,866.13	\$ 4,832.55	\$ 1,928.87			
BL-DG-08582 G02002	2001	FMC	FORD RANGER	16,933	4,000	Construction inspections	\$ 142.90	\$ 12,137.00	\$ 1,805.64	\$ 1,986.57	\$ 1,986.57	\$ 1,786.00	\$ 406.57			
BL-DG-1013 G00135	2001	FMC	FORD TAURUS 4DR SEDAN	1,600	1,800	Construction inspections	\$ 1,400.42	\$ 10,369.00	\$ 1,758.65	\$ 2,201.42	\$ 2,201.42	\$ 804.00	\$ 1,400.42			
BL-DG-1087 G0153900	2005	FMC	CROWN VIC. - CRUISER	107,245	3,500	Housing inspections	\$ 1,413.02	\$ 10,369.00	\$ 1,758.65	\$ 2,171.67	\$ 2,171.67	\$ 2,225.00	\$ 419.24			
Traffic	TR-35	2000	FMC	RECYCLED-CRUISER	147,434	4,000	Both vehicles are shared by the Director, Deputy and foreman for inspections, meetings, ect.	\$ 2,703.54	\$ 0.00	\$ 2,703.54	\$ 1,780.00	\$ 1,780.00	\$ 923.54	\$ 143.70		
TR-36	2001	FMC	RECYCLED CRUISER	118,316	4,000		\$ 1,636.30	\$ 0.00	\$ 1,636.30	\$ 1,780.00	\$ 1,780.00	\$ 923.54	\$ 143.70			
Health																
Health	HLTH-09118	1998	GM	CHEVROLET MAJESTI	26,096	4,000	Inspections	\$ 401.39	\$ 14,494.56	\$ 1,949.56	\$ 2,350.95	\$ 2,350.95	\$ 1,780.00	\$ 570.95		
Health	G04577	1998	GM	WINDSTAR AS1 VAN	47,717	6,000	Inspections	\$ 1,883.51	\$ 15,546.00	\$ 2,051.95	\$ 4,089.40	\$ 4,089.40	\$ 2,670.00	\$ 1,418.50		
Health	G04576	1998	GM	CAVALIER	32,658	5,000	Inspections	\$ 307.92	\$ 10,369.00	\$ 1,758.65	\$ 2,051.95	\$ 2,051.95	\$ 2,225.00	\$ 158.60		
Health	G04575	1998	FMC	FOCUS	25,335	5,000	Inspections	\$ 1,019.23	\$ 10,369.00	\$ 1,758.65	\$ 2,129.92	\$ 2,129.92	\$ 2,225.00	\$ 158.60		
Health	G11017	2000	FMC	FOCUS	20,644	5,000	Inspections	\$ 455.94	\$ 10,369.00	\$ 1,758.65	\$ 2,214.59	\$ 2,214.59	\$ 2,225.00	\$ 10.41		
Health	G00193	2001	GM	CHEVY CAVALIER	7,633	3,000	Public Health Response	\$ 417.43	\$ 23,221.00	\$ 3,533.41	\$ 4,355.93	\$ 4,355.93	\$ 1,335.00	\$ 3,029.93		
Human Resources																
HR-1026	G04043	2001	FMC	CROWN VIC. - CRUISER	118,598	3000 (8 mos.)	Security related issues, installation, maintenance, operation, meetings	\$ 605.65	\$ 0.00	\$ 605.65	\$ 1,335.00	\$ 1,335.00	\$ 605.65	\$ 1,335.00		
Highway	G00375	1998	Ford	4DR SEDAN	122,636	8,600	Inspection of private contractors	\$ 2,234.63	\$ 0.00	\$ 2,234.63	\$ 3,827.00	\$ 3,827.00	\$ 3,827.00	\$ 1,592.37		
Highway	G00339	1998	Ford	TARLUS	16,500	2,500	Shared vehicle for Dept. use/age	\$ 360.05	\$ 12,137.00	\$ 2,058.52	\$ 2,416.37	\$ 2,416.37	\$ 1,112.50	\$ 1,308.87		
Highway	G02310	2000	Ford	FORD CROWN VIC	145,443	7,900	Inspection of private contractors	\$ 2,166.11	\$ 0.00	\$ 2,166.11	\$ 3,615.50	\$ 3,615.50	\$ 3,615.50	\$ 1,349.39		
Highway	G00756	1998	Ford	FORD CROWN VICTORIA	100,710	3,500	Shared vehicle for Eng. Division	\$ 1,001.14	\$ 0.00	\$ 1,001.14	\$ 1,557.50	\$ 1,557.50	\$ 1,557.50	\$ 555.36		
Highway	G02306	1999	Ford	TARLUS 4DR. SEDAN	125,084	8,400	Inspection of utility crews	\$ 2,382.80	\$ 0.00	\$ 2,382.80	\$ 3,738.00	\$ 3,738.00	\$ 3,738.00	\$ 1,355.40		
Highway	G12103	2000	Ford	CHEROKEE	70,815	14,000	Inspection and Ingrmt. City Crews	\$ 2,850.87	\$ 12,137.00	\$ 2,058.52	\$ 5,009.39	\$ 5,009.39	\$ 6,230.00	\$ 1,226.61		
Highway	G1614	1997	Jeep	CHEROKEE	50,103	14,500	Inspection and Ingrmt. City Crews	\$ 2,228.24	\$ 0.00	\$ 2,228.24	\$ 4,452.50	\$ 4,452.50	\$ 4,452.50	\$ 245.50		
Highway	G163374	2000	Ford	FORD CROWN VICTORIA	123,821	3,500	Shared vehicle for Eng. Division	\$ 1,314.00	\$ 0.00	\$ 1,314.00	\$ 1,557.50	\$ 1,557.50	\$ 1,557.50	\$ 57.18		
Highway	G163374	2000	Ford	FORD CROWN VICTORIA	144,932	6,100	Inspection of utility crews	\$ 2,771.68	\$ 0.00	\$ 2,771.68	\$ 2,714.50	\$ 2,714.50	\$ 2,714.50	\$ 68,677.84		
Information Systems	INFO-0894	1997	FMC	FORD AEROSTAR VAN	14,209	2,000	The vehicle is used daily to transport equipment to other departments, and to rotate backup tapes of all systems and servers.	\$ 492.89	\$ 13,860.00	\$ 2,350.75	\$ 2,843.64	\$ 2,843.64	\$ 890.00	\$ 1,953.64		

Reference Number	Registration Number	Year	Manuf.	Deac.	Current Odometer	Estimated Miles per Year	Vehicles Used	Total Annual Veh. Payment Year term	Vehicle Cost	Total Annual Veh. Payment Year term	Total Maint. + Veh. Payment	Total Mileage	Reimbursement	Savings	
<b>Part I: Department &amp; Specialty</b>															
Highway - Facilities	G02346	1999	CHV	CHEVY TAHOE	130,941	21,825	FIRE/HAZ MAT INCIDENT RESPONSE	\$ 22,349.00	\$ 3,160,541	\$ 6,695.28	\$ 9,712.13	\$ 4,859.97	\$ 4,773.22	\$ 4,350.52	
FIRE/CAR1	G02376	2001	CHV	CHEVROLET TAHOE	44,565	11,146	FIRE HAZ MAT INCIDENT RESPONSE	No Available	\$ 22,349.00	\$ 3,160,541	\$ 6,695.28	\$ 9,712.13	\$ 4,859.97	\$ 4,773.22	\$ 4,350.52
FIRE/CAR2	G02342	1999	CHV	CHEVY TAHOE	53,468	8,900	TRAINING & SAFETY RESPONSE	No Available	\$ 21,444.54	\$ 2,568,621	\$ 5,297.19	\$ 3,297.19	\$ 4,350.52	\$ 3,297.19	\$ 3,297.19
FIRE/CAR3	G02345	1999	CHV	CHEVY CAPRICE WAGON	41,844	4,200	FIRE PREVENTION/PERSON INVESTIGATION	No Available	\$ 15,144.54	\$ 2,568,621	\$ 2,638.20	\$ 2,638.20	\$ 1,679.88	\$ 1,679.88	\$ 1,679.88
FIRE/CAR4	G02345	1999	CHV	CHEVY CAPRICE WAGON	49,068	3,775	FIRE CHIEF	No Available	\$ 15,144.54	\$ 2,568,621	\$ 2,689.14	\$ 2,689.14	\$ 1,201.50	\$ 1,201.50	\$ 1,201.50
FIRE/CAR5	G02367	1992	FMC	CROWN VICTORIA SEDAN	65,175	2,700	ASST. FIRE CHIEF	No Available	\$ 15,144.54	\$ 2,568,621	\$ 3,125.22	\$ 3,125.22	\$ 455.22	\$ 455.22	\$ 455.22
FIRE/CAR6	G02344	1999	FMC	CROWN VICTORIA SEDAN	98,645	6,000	CITY/WIDE COMMUNICATIONS	No Available	\$ 15,144.54	\$ 2,568,621	\$ 3,250.65	\$ 3,250.65	\$ 378.85	\$ 378.85	\$ 378.85
FIRE/CAR7	G02375	1998	FMC	FORD LTD. WAGON	125,724	8,400	CITY/WIDE COMMUNICATIONS	No Available	\$ 15,144.54	\$ 2,568,621	\$ 3,811.20	\$ 3,811.20	\$ 517.20	\$ 517.20	\$ 517.20
FIRE/CAR8	G02343	1991	CHV	CHEVY CAPRICE WAGON	71,818	7,000	FIRE PREVENTION/MARSHAL INVESTIGATION	No Available	\$ 15,144.54	\$ 2,568,621	\$ 3,208.77	\$ 3,208.77	\$ 2,881.00	\$ 2,881.00	\$ 2,881.00
FIRE/CAR9	G10544	1995	CHV	CHEVY CAPRICE	90,362	5,800	CITY/WIDE COMMUNICATIONS	No Available	\$ 15,144.54	\$ 2,568,621	\$ 3,208.77	\$ 3,208.77	\$ 2,135.32	\$ 2,135.32	\$ 2,135.32
FIRE/CAR10	G12597	1988	FMC	FIRE/CORT	88	88	FIRE/CORT	No Available	\$ 15,144.54	\$ 2,568,621	\$ 3,208.77	\$ 3,208.77	\$ 1,201.50	\$ 1,201.50	\$ 1,201.50
<b>Part II: Business Inspections &amp; Elections</b>															
Clerk's Office	CLERKS052	1999	FMC	FORD TURUS WAGON	27,992	5,600	Business Inspections & Elections	\$ 449.14	\$ 12,097.00	\$ 32,051.73	\$ 2,500.87	\$ 2,492.00	\$ 8.87	\$ 8.87	
<b>Part III: Airport</b>															
Airport Authority	G08912	1999	FMC	FORD TURUS WAGON	18,681	18,681	Admin/Airport Director	\$ 2,284	\$ 19,559	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Highway - Facilities	G02318	1999	Ford	4DR. SEDAN	99,013	4,000	Facilities Sup. Inspect. of Facilities/Projects	\$ 518.97	\$ 0.00	\$ 518.97	\$ 1,780.80	\$ 1,780.80	\$ 1,780.80	\$ 1,780.80	
FBS-3829	G02318	1999	Ford	FORD RANGER PICKUP	13,321	3,000	Chief Facilities Mgr.: Inspection of Facilities/Projects	\$ 417.64	\$ 0.00	\$ 417.64	\$ 1,335.60	\$ 1,335.60	\$ 1,335.60	\$ 1,335.60	
PBS-04666	G03859	2000	Ford	FORD CROWN VIC. - CRUISER	145,552	7,000	Bldg. Proj. Supvr.: Inspection of Facilities/Projects	\$ 2,081.78	\$ 0.00	\$ 2,081.78	\$ 3,115.00	\$ 3,115.00	\$ 3,115.00	\$ 3,115.00	
PBS-04885	G17761	2000	Ford	FORD CROWN VIC. - CRUISER	122,163	4,000	Clerk of the Works: Inspection of Facilities/Projects	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,780.00	\$ 1,780.00	\$ 1,780.00	\$ 1,780.00	
PBS-04900	G17357	1999	Ford	FORD CROWN VIC. - CRUISER	122,163	4,000	Clerk of the Works: Inspection of Facilities/Projects	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,780.00	\$ 1,780.00	\$ 1,780.00	\$ 1,780.00	
<b>Part IV: Security</b>															
Security Admin.	G08912	1999	FMC	FORD TURUS WAGON	129,287	18,681	Operations	\$ 52,231	\$ 19,559	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Engineering	G10915	1999	FMC	EXPLORER	176,315	23,223	Admin/Properties	\$ 19,559	\$ 3,317.34	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Engineering	G02684	1998	FMC	EXPLORER	72,566	23,572	Operations	\$ 22,586	\$ 19,559	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Engineering	G01511	2003	FMC	EXPLORER	59,709	21,261	Maintenance	\$ 32,553	\$ 19,559	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Engineering	G10569	2003	FMC	EXPLORER	32,910	17,342	Engineering	\$ 32,553	\$ 19,559	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Engineering	G17302	2004	FMC	EXPLORER	143,704	23,460	Operations	\$ 32,553	\$ 19,559	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Engineering	G04419	1999	FMC	EXPLORER	136,628	4,391	Admin/Marketing	\$ 2,907	\$ 19,559	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Engineering	G10915	1999	FMC	EXPLORER	128,868	19,579	Engineering	\$ 2,907	\$ 19,559	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Engineering	G08912	1999	FMC	EXPLORER	93,111	12,683	Engineering	\$ 2,763	\$ 19,559	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Engineering	G02684	1995	FMC	EXPLORER	144,371	12,765	Engineering	\$ 15,455	\$ 19,559	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Engineering	G02682	1998	FMC	EXPLORER	145,391	4,316	Engineering	\$ 2,161	\$ 15,455	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Administration	G02685	1997	FMC	DOD INTREPID	81,649	20,059	Administration	\$ 3,079	\$ 15,455	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Police Vehicle	G02680	2002	FMC	TAURUS	109,181	15,985	Police Vehicle	\$ 5,567	\$ 15,455	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Police Vehicle	G09390	1998	FMC	CROWN VIC	103,960	31,974	Police Vehicle	\$ 6,244	\$ 15,455	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Police Vehicle	G101	2004	FMC	CROWN VIC	105,455	1,105	Police Vehicle	\$ 10,026	\$ 15,455	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Police Vehicle	G0102	43	FMC	CROWN VIC	105,455	24,702	Police Vehicle	\$ 11,614	\$ 15,455	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Security Patrol	G101	40	2001	FMC	147,227	1,105	Police Vehicle	\$ 11,614	\$ 15,455	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	
Security Patrol	G101	41	1999	FMC	147,439	10,633	Security Patrol	\$ 11,614	\$ 15,455	\$ 3,317.34	\$ 5,601.56	\$ 8,213.05	\$ 8,213.05	\$ 8,213.05	

INVITES IULIUS POPULUS

All costs are calculated from wood.

WFO Airport or Fire Vehicle 3 (4, 11, 11, 11)



**City of Manchester  
Department of Highways**

227 Maple Street  
Manchester, New Hampshire 03103-5596  
(603) 624-6444 Fax # (603) 624-6487

*5c*  
**Commission**  
Edward J. Beleski  
- Chairman  
Henry R. Bourgeois  
William F. Kelley  
Michael W. Lowry  
William A. Varkas

Frank C. Thomas, P.E.  
Public Works Director

Kevin A. Sheppard, P.E.  
Deputy Public Works Director

February 24, 2006

C.I.P. Committee of the  
Honorable Board of Mayor and Aldermen  
CITY OF MANCHESTER  
One City Hall Plaza,  
Manchester, New Hampshire 03101

**Attn:** Leo R. Bernier, City Clerk

**Re:** *Vehicle Information Report*

Dear Committee Members:

Attached, please find a report that was requested by the Committee at a previous meeting. Should you have any questions, please feel free to contact me.

Sincerely,

Kevin A. Sheppard, P.E.  
Deputy Public Works Director

/cd

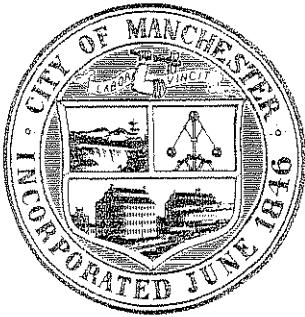
cc: Frank C. Thomas, P.E.  
Melinda Salomone-Abood

Encl.

*SC*

Fiscal Year 05  
07/01/04 - 06/30/05

Reference Number	Registration Number	Year	Manuf.	Des.	Current Odometer	Estimated Miles per Year	Vehicles Used For?		
							Fuel Gals.	Maintenance Costs	Total Costs
<b>Parks, Recreation &amp; Cemetery</b>									
GEM857	G06933	1994	GMC	CHEVY CAPRICE	117,638	1,500	Greenhouse transport & outside meetings & cemetery tours	283.97	\$ 329.60
CMB856	G11810	1999	FMC	FORD CROWN VIC	131,562	2,500	Meetings & cemetery tours	695	\$ 887.62
PKS83	G06919	1999	FMC	CROWN VICTORIA	131,119	5,000	Transportation to meetings and facilities	Not Available	\$ 1,527.16
PKSA4	G03769	1995	CHV	95 CHEVY CAPRICE	112,552	5,000	Transportation between facilities	369.11	\$ 456.74
PKS83	G03765	1998	FMC	1998 WHITE CROWN VIC	97,157	5,000	Transportation to meetings and facilities	172.47	\$ 236.58
<b>Building Department</b>									
BLDG-0852	G02837	1996	FMC	FORD RANGER TRUCK	69,868	7,000	Housing inspections	505.3	\$ 637.24
BLDG-0853	G02840	1996	GM	CHEVY LUMINA	43,020	3,500	Zoning inspections	112.8	\$ 150.54
BLDG-0802	G03519	1998	FMC	RANGER PICKUP	63,656	8,200	Construction inspections	553.1	\$ 723.71
BLDG-0803	G02839	1998	FMC	FORD RANGER PICKUP	53,879	8,200	Construction inspections	507.6	\$ 666.68
BLDG-0804	G02838	1998	FMC	FORD RANGER PICKUP	63,835	10,500	Construction inspections	595.6	\$ 781.20
BLDG-0847	G13948	1989	GM	CHEVROLET CAVALIER	49,557	7,600	Housing inspections	363.2	\$ 469.61
BLDG-0848	G00237	1989	GM	CHEVY CAVALIER	26,128	4,200	Construction inspections	108.9	\$ 136.23
BLDG-0858	G17356	1999	FMC	CROWN VIC. - CRUISER	130,597	3,000	Construction inspections	680	\$ 840.87
BLDG-0917	G00236	2000	FMC	FORD FOCUS	26,128	4,300	Housing inspections	274.6	\$ 353.87
BLDG-0879	G13960	2000	FMC	FORD FOCUS	33,634	5,700	Housing inspections	347.6	\$ 449.34
BLDG-0993	G00202	2001	FMC	FORD RANGER	54,068	11,800	Construction inspections	672.4	\$ 840.87
BLDG-1013	G00135	2001	FMC	FORD RANGER	16,053	4,000	Construction inspections	268.6	\$ 382.56
BLDG-1087	G00170	2005	FMC	FORD TAURUS 4DR SEDAN	1,600	1,800	Construction inspections	64.6	\$ 98.37
<b>Traffic</b>									
TR-35		2000	FMC	RECYCLED-CRUISER	147,434	4,000	Both vehicles are shared by the Director, Deputy and foreman for inspections, meetings, ect..		
TR-36		2001	FMC	RECYCLED CRUISER	118,816	4,000			
<b>Health</b>									
HLTH-0918	G04577	1998	GM	CHEVROLET MALIBU	29,998	4,000	Inspections	115.4	\$ 154.23
HLTH-0920	G04576	1998	FMC	WINDSTAR ASIAN	48,177	6,000	Inspections	299.2	\$ 392.38
HLTH-0949	G04575	1999	GM	CAVALIER	32,688	5,000	Inspections	149.4	\$ 193.34
HLTH-0978	G11107	2000	FMC	FOCUS	25,535	5,000	Inspections	201.2	\$ 264.54
HLTH-1010	G00193	2001	GM	CHEVY CAVALIER	20,644	5,000	Inspections	180.8	\$ 200.51
HLTH-1046	G16868	2003	GMC	CHEVY TAHOE	7,693	3,000	Public Health Response	243.4	\$ 274.07
<b>Human Resources</b>									
HHR-1026	G04043	2001	FMC	CROWN VIC. - CRUISEER	118,598	3000 (6 mos.)	Security related issues, installation, maintenance, operation, meetings	186.7	\$ 219.32
								386.33	\$ 605.65
<b>Highway</b>									
590	G03726	1998	Ford	4DR. SEDAN	122,630	8,600	Inspection of private contractors	619.85	\$ 780.39
571	G03309	1998	Ford	TAURUS	16,500	2,500	Shared vehicle for Dept. usage	112.5	\$ 140.60
611	G04310	2000	Ford	FORD CROWN VICTORIA	145,443	7,900	Inspection of private contractors	476.51	\$ 627.55
598	G00756	1998	Ford	FORD CROWN VICTORIA	100,710	3,500	Shared vehicle for Eng. Division	273.91	\$ 362.34
599	G03286	1999	Ford	FORD CROWN VICTORIA	125,694	8,400	Inspection of utility crews	801	\$ 1,016.33
585	G13203	2000	Ford	TAURUS 4DR. SEDAN	70,615	14,000	Inspection of City Crews	809.81	\$ 1,327.63
614	G03730	1997	Jeep	CHEROKEE	56,103	14,500	Inspection and mgmt. Of City Crews	928.82	\$ 1,243.04
615	G163374	2000	Ford	FORD CROWN VICTORIA	123,821	3,500	Shared vehicle for Eng. Division	136.35	\$ 180.73
616	G15374	2000	Ford	FORD CROWN VICTORIA	144,382	6,100	Inspection of utility crews	496.51	\$ 663.08



**City of Manchester  
Department of Highways**

227 Maple Street  
Manchester, New Hampshire 03103-5596  
(603) 624-6444 Fax # (603) 624-6487

*SC*  
**Commission**  
Edward J. Beleski  
- Chairman  
Henry R. Bourgeois  
William F. Kelley  
Michael W. Lowry  
William A. Varkas

Frank C. Thomas, P.E.  
Public Works Director

Kevin A. Sheppard, P.E.  
Deputy Public Works Director

January 24, 2006

C.I.P. Committee of the  
Honorable Board of Mayor and Aldermen  
CITY OF MANCHESTER  
One City Hall Plaza,  
Manchester, New Hampshire 03101

**Attn:** Leo R. Bernier, City Clerk

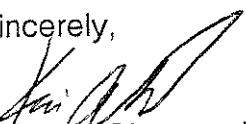
**Re:** *City Vehicle Usage*

Dear Committee Members:

Attached as a follow-up to a previous request, please find a list of City passenger type vehicles which list the current odometer, estimated mileage per year and the use of the vehicle.

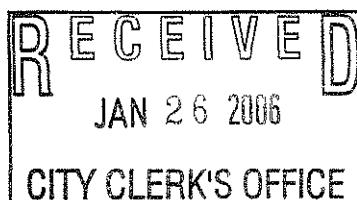
Should you have any questions pertaining to this list, please feel free to contact me at this office.

Sincerely,

  
Kevin A. Sheppard, P.E.  
Deputy Public Works Director

/cd

cc: Frank C. Thomas, P.E.  
Alderman Michael Lopez



Reference Number	Registration Number	Year	Manuf.	Desc.	Current Odometer	Estimated Miles Per Year	Vehicles Used		
							For 2	Fuel Costs	Maintenance Total Costs
<b>Information Systems</b>									
INFO-0894	G13288	1997	FMC	FORD AEROSTAR VAN	14,209	2,000	The vehicle is used daily to transport equipment to other departments, and to rotate backup tapes of all systems and servers.	131.4	\$ 176.09 \$ 316.80 \$ 492.89

Fire Department									
FIRE-CAR1	G02346	1999	CHV	CHEVY TAHOE	130,941	21,825	FIREFAZ MAT INCIDENT RESPONSE	2145	\$ 2,904.74 Not Available
FIRE-CAR2	G02316	2001	CHV	CHEVROLET TAHOE	44,595	11,146	FIREFAZ MAT INCIDENT RESPONSE	711.2	\$ 982.88 Not Available
FIRE-CAR3	G02342	1999	CHV	CHEVY TAHOE	53,468	8,900	TRAINING & SAFETY RESPONSE	388.5	\$ 540.28 Not Available
FIRE-CAR4	G02345	1995	CHV	CHEVY CAPRICE WAGON	41,844	4,200	FIRE PREVENTION/ARSON INVESTIGATION	559.3	\$ 728.57 Not Available
FIRE-CAR5	G02367	1992	FMC	CROWN VICTORIA SEDAN	49,069	3,775	FIRE CHIEF	57.3	\$ 69.58 Not Available
FIRE-CAR6	G02344	1999	FMC	CROWN VICTORIA SEDAN	16,175	2,700	ASST FIRE CHIEF	94.8	\$ 124.52 Not Available
FIRE-CAR8	G02375	1988	FMC	FORD LTD WAGON	99,645	6,000	CITY-WIDE COMMUNICATIONS	404.6	\$ 556.60 Not Available
FIRE-CAR9	G02343	1991	CHV	CHEVY CAPRICE WAGON	125,724	8,400	CITY-WIDE COMMUNICATIONS	455.5	\$ 681.43 Not Available
FIRE-CAR10	G10544	1995	CHV	CHEVY VAN	71,818	7,200	FIRE PREVENTION/ARSON INVESTIGATION	922.1	\$ 1,242.58 Not Available
FIRE-CAR11	G1297	1998	FMC	CROWN VICTORIA	90,362	5,800	CITY-WIDE COMMUNICATIONS	391.7	\$ 528.15 Not Available

Clerk's Office	CLERK-0952	G09312	1999	FMC	FORD TAURUS WAGON	27,992	5,600	Business inspections & elections	240	\$ 309.27 \$ 139.87 \$ 449.14
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Highway - Facilities Division									
PBS-0929	G03308	1999	Ford	4DR SEDAN	98,013	4,000	Facilities Sup., Inspection of Facilities/Projects	31.6	\$ 43.42 \$ 475.55 \$ 518.97
PBS-0966	G03859	2000	Ford	FORD RANGER PICKUP	13,321	3,000	Chief Facilities Mgr., inspection of Facilities/Projects	75.4	\$ 71.40 \$ 362.24 \$ 417.64
PBS-0985	G177761	2000	Ford	CROWN VIC. - CRUISER	145,552	7,000	Bldg. Prog. Supver., inspection of Facilities/Projects	103.6	\$ 143.31 \$ 1,938.47 \$ 2,081.78
PBS-0990	G17357	1999	Ford	CROWN VIC. - CRUISER	122,163	4,000	Clerk of the Works, inspection of Facilities/Projects	-	\$ -

Airport Authority									
AP-001	G10915	1999	FMC	EXPLORER	129,287	18,681	Admin/Airport Director	586	\$ 1,016 \$ 2,284
AP-002	G12664	1998	FMC	EXPLORER	176,315	23,323	Operations	1249	\$ 2,166 \$ 5,256
AP-003	G01511	2003	FMC	EXPLORER	72,565	23,572	Admin/Properties	1158	\$ 2,008 \$ 2,237
AP-004	G1589	2003	FMC	EXPLORER	59,709	21,261	Operations	1239	\$ 2,149 \$ 437
AP-005	G17302	2004	FMC	EXPLORER	32,940	17,842	Operations/Maintenance	1306	\$ 2,265 \$ 2,535
AP-028	G04419	1999	FMC	EXPLORER	143,704	23,460	Engineering	1217	\$ 21.11 \$ 3.461
AP-029	NA	1994	FMC	EXPLORER	135,628	4,331	Operations	587	\$ 1,018 \$ 1,414
				EXPLORER	128,868	19,579	Admin/Marketing	1170	\$ 2,029 \$ 2,690
AP-034	G04416	1999	FMC	EXPLORER	166,149	931	Engineering	989	\$ 1,732 \$ 2,001
AP-041	NA	1995	FMC	EXPLORER	124,377	12,765	Engineering/Admin.	789	\$ 1,368 \$ 1,395
AP-042	G02662	1998	FMC	EXPLORER	146,991	4,316	Engineering	248	\$ 1,320 \$ 1,453
AP-072	G32665	1997	CMC-DOD INTREPID	TAURUS	88,469	20,059	Administration	794	\$ 1,377 \$ 1,784
AP-074	G09930	2002	FMC	TAURUS	109,181	15,955	Police Vehicle	1375	\$ 2,385 \$ 3,707
AP-101	42	1998	FMC	CROWN VIC.	34,090	31,974	Police Vehicle	2506	\$ 1,346 \$ 5,567
AP-102	43	2004	FMC	CROWN VIC.	105,545	24,792	Police Vehicle	1933	\$ 1,387 \$ 2,557
AP-103	41	2001	FMC	CROWN VIC.	141,227	1,105	Police Vehicle	3233	\$ 560 \$ 1,748
AP-104	40	1993	FMC	CROWN VIC.	106,839	43,894	Security Patrol	4034	\$ 6,996 \$ 4,618

#### Notes for Airport

-All costs are calendar year 2005.

-Cost of fuel is based on a yearly average of \$1.7342 per gal.

<u>Reference Number</u>	<u>Registration Number</u>	<u>Year</u>	<u>Manuf.</u>	<u>Desc.</u>	<u>Current Odometer</u>	<u>Estimated Miles per Year</u>	<u>Vehicles Used For?</u>
<b>Parks, Recreation &amp; Cemetery</b>							
CEM857	G06933	1994	GMC	CHEVY CAPRICE	117,638	1,500	greenhouse transport & outside meetings & cemetery tours
CEM858	G11810	1999	FMC	FORD CROWN VIC	131,562	2,500	Meetings & cemetery tours
PKS03	G06919	1999	FMC	CROWN VICTORIA	131,219	5,000	transportation to meetings and facilities
PKSA4	G03769	1995	CHV	95 CHEVY CAPRICE	112,552	5,000	transportation to meetings and facilities
PKSA3	G03765	1998	FMC	1998 WHITE CROWN VIC	97,157	5,000	transportation to meetings and facilities
<b>Building Department</b>							
BLDG-0852	G02837	1996	FMC	FORD RANGER TRUCK	69,868	7000	Housing inspections
BLDG-0853	G02840	1996	GM	CHEVY LUMINA	43,020	3,500	Zoning inspections
BLDG-0902	G03519	1998	FMC	RANGER PICKUP	63,656	8,200	Construction inspections
BLDG-0903	G02839	1998	FMC	FORD RANGER PICKUP	53,879	8,200	Construction inspections
BLDG-0904	G02838	1998	FMC	FORD RANGER PICKUP	63,835	10,500	Construction inspections
BLDG-0947	G13948	1999	GM	CHEVROLET CAVALIER	49,557	7,600	Housing inspections
BLDG-0948	G00237	1999	GM	CHEVY CAVALIER	26,128	4,200	Construction inspections
BLDG-0958	G17356	1999	FMC	CROWN VIC. - CRUISER	130,597	3,000	Construction inspections
BLDG-0977	G00236	2000	FMC	FORD FOCUS	26,128	4,300	Housing inspections
BLDG-0979	G13960	2000	FMC	FORD FOCUS	33,634	5,700	Housing inspections
BLDG-0993	G00202	2001	FMC	FORD RANGER	54,068	11,000	Construction inspections
BLDG-1013	G00135	2001	FMC	FORD RANGER	16,053	4,000	Construction inspections
BLDG-1087	G00170	2005	FMC	FORD TAURUS 4DR SEDAN	1,600	1,800	Construction inspections
	GO13300			CROWN VIC. - CRUISER	107,345	3,600	Housing inspections
<b>Traffic</b>							
TR-35		2000	FMC	RECYCLED-CRUISER	147,434	4,000	Both vehicles are shared by the Director, Deputy and foreman
TR-36		2001	FMC	RECYCLED CRUISER	118,816	4,000	for inspections, meetings, ect..
<b>Health</b>							
HLTH-0918	G04577	1998	GM	CHEVROLET MALIBU	29,098	4,000	Inspections
HLTH-0920	G04576	1998	FMC	WINDSTAR A51 VAN	48,717	6,000	Inspections
HLTH-0949	G04575	1999	GM	CAVALIER	32,688	5,000	Inspections
HLTH-0978	G11107	2000	FMC	FOCUS	25,535	5,000	Inspections
HLTH-1010	G00193	2001	GM	CHEVY CAVALIER	20,644	5,000	Public Health Response
HLTH-1046	G16868	2003	GMC	CHEVY TAHOE	7,693	3,000	
<b>Human Resources</b>							
HR-1026	G04043	2001	FMC	CROWN VIC. - CRUISER	118,598	3000 (8 mos.)	Security related issues, installation, maintenance, operation, meetings

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**Vehicles Used  
For?**

<u>Reference Number</u>	<u>Registration Number</u>	<u>Year</u>	<u>Manuf.</u>	<u>Desc.</u>	<u>Current Odometer</u>	<u>Estimated Miles per Year</u>	<u>Vehicles Used For?</u>
<b>Highway</b>							
590	GO3726	1998	Ford	4DR. SEDAN	122,680	8,600	Inspection of private contractors
571	GO3309	1998	Ford	TAURUS	16,500	2,500	Shared vehicle for Dept. usage
611	G03310	2000	Ford	FORD CROWN VIC	145,443	7,900	Inspection of private contractors
598	G00756	1998	Ford	FORD CROWN VICTORIA	100,710	3,500	Shared vehicle for Eng. Division
599	G03286	1999	Ford	FORD CROWN VICTORIA	125,094	8,400	Inspection of utility crews
585	G13203	2000	Ford	TAURUS 4DR. SEDAN	70,815	14,000	Inspection and mgmt. Of City Crews
614	GO3730	1997	Jeep	CHEROKEE	50,103	14,500	Inspection and mgmt. Of City Crews
615	G16374	2000	Ford	FORD CROWN VICTORIA	123,821	3,500	Shared Vehicle for Eng. Division
616	G15374	2000	Ford	FORD CROWN VICTORIA	144,982	6,100	Inspection of utility crews

<b>Information Systems</b>				<b>Current Odometer</b>	<b>Estimated Miles per Year</b>	<b>Vehicles Used For?</b>	
INFO-0894	G13288	1997	FMC	FORD AEROSTAR VAN	14,209	2,000	The vehicle is used daily to transport equipment to other departments; and to rotate backup tapes of all systems and servers.

<b>Fire Department</b>				<b>Current Odometer</b>	<b>Estimated Miles per Year</b>	<b>Vehicles Used For?</b>	
FIRE-CAR1	GO2346	1999	CHV	CHEVY TAHOE	130,941	21,825	FIRE/HAZ MAT INCIDENT RESPONSE
FIRE-CAR2	GO2376	2001	CHV	CHEVROLET TAHOE	44,585	11,146	FIRE/ HAZ MAT INCIDENT RESPONSE
FIRE-CAR3	GO2342	1999	CHV	CHEVY TAHOE	53,468	8,900	TRAINING & SAFETY RESPONSE
FIRE-CAR4	GO2345	1995	CHV	CHEVY CAPRICE WAGON	41,844	4,200	FIRE PREVENTION/ARSON INVESTIGATION
FIRE-CAR5	GO2367	1992	FMC	CRWN VICTORIA SEDAN	49,069	3,775	FIRE CHIEF
FIRE-CAR6	GO2344	1999	FMC	CROWN VICTORIA SEDAN	16,175	2,700	ASST. FIRE CHIEF
FIRE-CAR8	GO2375	1988	FMC	FORD LTD WAGON	99,645	6,000	CITY-WIDE COMMUNICATIONS
FIRE-CAR9	GO2343	1991	CHV	CHEVY CAPRICE WAGON	125,724	8,400	CITY-WIDE COMMUNICATIONS
FIRE-CAR10	G10544	1995	CHV	CHEVY VAN	71,818	7,200	FIRE PREVENTION/ARSON INVESTIGATION
FIRE-CAR11	G12997	1988	FMC	88 FORD CROWN VICTORIA	90,362	5,800	CITY-WIDE COMMUNICATIONS

<b>Clerk's Office</b>				<b>Current Odometer</b>	<b>Estimated Miles per Year</b>	<b>Vehicles Used For?</b>	
CLERK-0952	G09312	1999	FMC	FORD TAURUS WAGON	27,992	5,600	Business inspections & elections

<b>Highway - Facilities Division</b>				<b>Current Odometer</b>	<b>Estimated Miles per Year</b>	<b>Vehicles Used For?</b>	
PBS-0929	GO3308	1999	Ford	4DR. SEDAN	99,013	4,000	Facilities Supt., Inspection of Facilities/Projects
PBS-0966	G03859	2000	Ford	FORD RANGER PICKUP	13,321	3,000	Chief Facilities Mgr., Inspection of Facilities/Projects
PBS-0985	G17761	2000	Ford	CROWN VIC. - CRUISER	145,552	7,000	Bldg. Prog. Supvr., Inspection of Facilities/Projects
PBS- 0990	G17357	1999	Ford	CROWN VIC. - CRUISER	122,163	4,000	Clerk of the Works, Inspection of Facilities/Projects

Invoice	Name	Transaction Amount	Cost Center	Description	Fund Code	Invoice
Date			Code			
4/28/2005	ALEX ASSELIN	122.03	20	Board of Assessors	101 AA/04/05	
3/25/2005	ALEX ASSELIN	176.78	20	Board of Assessors	101 ALEX/GIS/0305	
	<b>TOTAL ALEX ASSELIN</b>	<b>298.81</b>				
9/29/2004	CHRISTINE M HANAGAN	15.75	20	Board of Assessors	101 CH09/04	
	<b>TOTAL CHRISTINE M HANAGAN</b>	<b>15.75</b>				
8/31/2004	DAVID CORNELL	114.00	20	Board of Assessors	101 DC/	
1/31/2005	DAVID CORNELL	96.38	20	Board of Assessors	101 DC/01/05	
2/25/2005	DAVID CORNELL	117.05	20	Board of Assessors	101 DC/02/05	
3/31/2005	DAVID CORNELL	102.06	20	Board of Assessors	101 DC/03/05	
4/28/2005	DAVID CORNELL	115.83	20	Board of Assessors	101 DC/04/05	
5/27/2005	DAVID CORNELL	114.62	20	Board of Assessors	101 DC/05/05	
6/23/2005	DAVID CORNELL	77.36	20	Board of Assessors	101 DC/06/05	
7/29/2004	DAVID CORNELL	88.50	20	Board of Assessors	101 DC/07/04	
9/29/2004	DAVID CORNELL	140.63	20	Board of Assessors	101 DC/09/04	
10/29/2004	DAVID CORNELL	117.00	20	Board of Assessors	101 DC/10/04	
11/30/2004	DAVID CORNELL	106.50	20	Board of Assessors	101 DC/11/04	
12/30/2004	DAVID CORNELL	83.25	20	Board of Assessors	101 DC/12/04	
	<b>TOTAL DAVID CORNELL</b>	<b>1,273.18</b>				
1/3/2005	LEE ANN PROVENCHER	43.34	20	Board of Assessors	101 LP/01/05	
3/28/2005	LEE ANN PROVENCHER	49.41	20	Board of Assessors	101 LP/03/05	
4/28/2005	LEE ANN PROVENCHER	150.26	20	Board of Assessors	101 LP/04/05	
5/27/2005	LEE ANN PROVENCHER	104.49	20	Board of Assessors	101 LP/05/05	
6/24/2005	LEE ANN PROVENCHER	136.89	20	Board of Assessors	101 LP/06/05	
9/29/2004	LEE ANN PROVENCHER	97.88	20	Board of Assessors	101 LP/09/04	
10/29/2004	LEE ANN PROVENCHER	96.00	20	Board of Assessors	101 LP/10/04	
11/30/2004	LEE ANN PROVENCHER	75.75	20	Board of Assessors	101 LP/11/04	
1/3/2005	LEE ANN PROVENCHER	43.13	20	Board of Assessors	101 LP/12/04	
	<b>TOTAL LEE ANN PROVENCHER</b>	<b>797.15</b>				
4/29/2005	LISA TURNER	27.23	20	Board of Assessors	101 LT/04/05	
10/29/2004	LISA TURNER	18.75	20	Board of Assessors	101 LT/10/04	
	<b>TOTAL LISA TURNER</b>	<b>45.98</b>				
1/31/2005	STEPHAN HAMILTON	199.49	20	Board of Assessors	101 SH/01/05	
2/28/2005	STEPHAN HAMILTON	81.81	20	Board of Assessors	101 SH/02/05	
3/31/2005	STEPHAN HAMILTON	86.67	20	Board of Assessors	101 SH/03/05	
4/28/2005	STEPHAN HAMILTON	99.63	20	Board of Assessors	101 SH/04/05	
5/31/2005	STEPHAN HAMILTON	102.87	20	Board of Assessors	101 SH/05/05	
6/24/2005	STEPHAN HAMILTON	127.98	20	Board of Assessors	101 SH/06/05	
7/29/2004	STEPHAN HAMILTON	82.50	20	Board of Assessors	101 SH/07/04	
8/31/2004	STEPHAN HAMILTON	70.50	20	Board of Assessors	101 SH/08/04	

Invoice Date	Name	Transaction Amount	Cost Center Code	Description	Fund Code	Invoice
10/1/2004	STEPHAN HAMILTON	81.75	20	Board of Assessors	101	SH/09/04
10/29/2004	STEPHAN HAMILTON	108.00	20	Board of Assessors	101	SH/10/04
11/30/2004	STEPHAN HAMILTON	102.00	20	Board of Assessors	101	SH/11/04
	<b>TOTAL STEPHAN HAMILTON</b>	<b>1,143.20</b>				
7/29/2004	STEVEN G TELLIER	102.75	20	Board of Assessors	101	SGT/07/04
8/31/2004	STEVEN G TELLIER	141.75	20	Board of Assessors	101	SGT/08/04
9/29/2004	STEVEN G TELLIER	114.00	20	Board of Assessors	101	SGT/09/04
10/29/2004	STEVEN G TELLIER	121.50	20	Board of Assessors	101	SGT/10/04
11/30/2004	STEVEN G TELLIER	114.00	20	Board of Assessors	101	SGT/11/04
1/31/2005	STEVEN G TELLIER	115.98	20	Board of Assessors	101	ST/01/05
2/25/2005	STEVEN G TELLIER	118.26	20	Board of Assessors	101	ST/02/05
3/25/2005	STEVEN G TELLIER	140.13	20	Board of Assessors	101	ST/03/05
4/28/2005	STEVEN G TELLIER	116.64	20	Board of Assessors	101	ST/04/05
6/13/2005	STEVEN G TELLIER	117.45	20	Board of Assessors	101	ST/05/05
6/23/2005	STEVEN G TELLIER	149.04	20	Board of Assessors	101	ST/06/05
12/29/2004	STEVEN G TELLIER	106.50	20	Board of Assessors	101	ST/12/04
	<b>TOTAL STEVEN G TELLIER</b>	<b>1,458.00</b>				
1/31/2005	THOMAS NICHOLS	116.26	20	Board of Assessors	101	TN/01/05
2/25/2005	THOMAS NICHOLS	93.96	20	Board of Assessors	101	TN/02/05
3/31/2005	THOMAS NICHOLS	139.32	20	Board of Assessors	101	TN/03/05
4/28/2005	THOMAS NICHOLS	110.16	20	Board of Assessors	101	TN/04/05
5/27/2005	THOMAS NICHOLS	120.29	20	Board of Assessors	101	TN/05/05
6/23/2005	THOMAS NICHOLS	142.17	20	Board of Assessors	101	TN/06/05
7/30/2004	THOMAS NICHOLS	62.63	20	Board of Assessors	101	TN/07/04
8/31/2004	THOMAS NICHOLS	141.00	20	Board of Assessors	101	TN/08/04
9/29/2004	THOMAS NICHOLS	108.38	20	Board of Assessors	101	TN/09/04
10/29/2004	THOMAS NICHOLS	125.63	20	Board of Assessors	101	TN/10/04
11/30/2004	THOMAS NICHOLS	132.00	20	Board of Assessors	101	TN/11/30
12/29/2004	THOMAS NICHOLS	94.13	20	Board of Assessors	101	TN/12/04
	<b>TOTAL THOMAS NICHOLS</b>	<b>1,385.93</b>				
2/24/2005	CAROL A JOHNSON	66.30	40	City Clerk's Office	101	CC CJ02/05
3/30/2005	CAROL A JOHNSON	0.75	40	City Clerk's Office	101	CC CJ03/05
4/28/2005	CAROL A JOHNSON	33.90	40	City Clerk's Office	101	CC CJ04/05
7/14/2004	CAROL A JOHNSON	90.00	40	City Clerk's Office	101	CC CJ07/04
10/13/2004	CAROL A JOHNSON	82.50	40	City Clerk's Office	101	CC CJ10/04
11/23/2004	CAROL A JOHNSON	15.75	40	City Clerk's Office	101	CC CJ11/04
	<b>TOTAL CAROL A JOHNSON</b>	<b>289.20</b>				
7/22/2004	CHRISTINE BOURGEOIS	16.50	40	City Clerk's Office	101	CCCB07/04
	<b>TOTAL CHRISTINE BOURGEOIS</b>	<b>16.50</b>				

Invoice Date	Name	Transaction Amount	Cost Center Code	Description	Fund Code	Invoice
12/15/2004	CITIZENS BANK, NH	48.00	40	City Clerk's Office	101	CCVISA03101104
	<b>TOTAL CITIZENS BANK, NH</b>	<b>48.00</b>				
3/25/2005	ELIZABETH HAMLIN-MORIN	58.40	40	City Clerk's Office	101	CCEH#10305
	<b>TOTAL ELIZABETH HAMLIN-MORIN</b>	<b>58.40</b>				
2/24/2005	JOANN McDONALD	16.95	40	City Clerk's Office	101	CCJM0205
3/10/2005	JOANN McDONALD	2.25	40	City Clerk's Office	101	CCJM0305
7/14/2004	JOANNE McDONALD	79.17	40	City Clerk's Office	101	CCJM0704
10/13/2004	JOANNE McDONALD	82.50	40	City Clerk's Office	101	CCJM1004
11/29/2004	JOANNE McDONALD	110.25	40	City Clerk's Office	101	CCJM1204
	<b>TOTAL JOANNE McDONALD</b>	<b>291.12</b>				
2/28/2005	KATHLEEN GARDNER	378.00	40	City Clerk's Office	101	CCKG0205
	<b>TOTAL KATHLEEN GARDNER</b>	<b>378.00</b>				
10/13/2004	LEO R BERNIER	115.50	40	City Clerk's Office	101	CCLB1004
1/13/2005	LEO R BERNIER	17.70	40	City Clerk's Office	101	CCLRB0105
2/24/2005	LEO R BERNIER	53.10	40	City Clerk's Office	101	CCLRB0205
3/30/2005	LEO R BERNIER	3.00	40	City Clerk's Office	101	CCLRB0305
4/28/2005	LEO R BERNIER	61.95	40	City Clerk's Office	101	CCLRB0405
5/31/2005	LEO R BERNIER	61.95	40	City Clerk's Office	101	CCLRB0505
6/29/2005	LEO R BERNIER	35.40	40	City Clerk's Office	101	CCLRB0605
7/13/2004	LEO R BERNIER	49.13	40	City Clerk's Office	101	CCLRB0704
9/29/2004	LEO R BERNIER	33.00	40	City Clerk's Office	101	CCLRB0904
11/29/2004	LEO R BERNIER	74.25	40	City Clerk's Office	101	CCLRB1104
	<b>TOTAL LEO R BERNIER</b>	<b>504.98</b>				
11/22/2004	MARY JENKINS	161.63	40	City Clerk's Office	101	CCMJ1104
	<b>TOTAL MARY JENKINS</b>	<b>161.63</b>				
7/23/2004	NANCY RUGGIERO	16.50	40	City Clerk's Office	101	CCNR0704
	<b>TOTAL NANCY RUGGIERO</b>	<b>16.50</b>				
6/29/2005	NE ASSOC OF CITY & TOWN CLERKS	775.00	40	City Clerk's Office	101	CCSALVE0605
	<b>TOTAL NE ASSOC OF CITY &amp; TOWN CLERKS</b>	<b>775.00</b>				
1/10/2005	PATRICIA D PIECUCH	106.20	40	City Clerk's Office	101	CCTP0105
2/24/2005	PATRICIA D PIECUCH	53.10	40	City Clerk's Office	101	CCTP0205
4/13/2005	PATRICIA D PIECUCH	159.30	40	City Clerk's Office	101	CCTP0405
5/31/2005	PATRICIA D PIECUCH	17.70	40	City Clerk's Office	101	CCTP0505
6/29/2005	PATRICIA D PIECUCH	34.65	40	City Clerk's Office	101	CCTP0605
7/29/2004	PATRICIA D PIECUCH	15.75	40	City Clerk's Office	101	CCTP0704
11/29/2004	PATRICIA D PIECUCH	203.25	40	City Clerk's Office	101	CCTP1104

Invoice Date	Name	Transaction Amount	Cost Center Code	Description	Fund Code	Invoice
12/3/2004	PATRICIA D PIECUCH	107.25	40	City Clerk's Office	101	CCTP1204
	<b>TOTAL PATRICIA D PIECUCH</b>	<b>697.20</b>				
8/26/2004	PAULA L-KANG	32.25	40	City Clerk's Office	101	CCPLK0804
	<b>TOTAL PAULA L-KANG</b>	<b>32.25</b>				
2/28/2005	SALLY S FELLOWS	63.00	40	City Clerk's Office	101	CCSF0205
4/28/2005	SALLY S FELLOWS	204.70	40	City Clerk's Office	101	CCSF0405
5/31/2005	SALLY S FELLOWS	61.50	40	City Clerk's Office	101	CCSF0505
6/30/2005	SALLY S FELLOWS	18.23	40	City Clerk's Office	101	CCSF0605
8/26/2004	SALLY S FELLOWS	39.00	40	City Clerk's Office	101	CCSF0804
11/26/2004	SALLY S FELLOWS	71.62	40	City Clerk's Office	101	CCSF1204
	<b>TOTAL SALLY S FELLOWS</b>	<b>458.05</b>				
10/4/2004	STEVE GIOTAS	16.88	40	City Clerk's Office	101	SSSG1004
	<b>TOTAL STEVE GIOTAS</b>	<b>16.88</b>				
2/28/2005	STEVE VAILLANCOURT	357.25	40	City Clerk's Office	101	CCSV0205
7/12/2004	STEVE VAILLANCOURT	114.37	40	City Clerk's Office	101	CCSV0704
8/26/2004	STEVE VAILLANCOURT	37.87	40	City Clerk's Office	101	CCSV0804
9/27/2004	STEVE VAILLANCOURT	36.75	40	City Clerk's Office	101	CCSV1004
11/29/2004	STEVE VAILLANCOURT	75.75	40	City Clerk's Office	101	CCSV1104
	<b>TOTAL STEVE VAILLANCOURT</b>	<b>621.99</b>				
12/9/2004	VALERIE FYSH	15.00	40	City Clerk's Office	101	CCVF1204
	<b>TOTAL VALERIE FYSH</b>	<b>15.00</b>				
11/18/2004	WILFRED A LACHANCE	0.26	40	City Clerk's Office	101	ADJUST
2/28/2005	WILFRED A LACHANCE	4.86	40	City Clerk's Office	101	CCWL0205
10/9/2004	WILFRED A LACHANCE	150.00	40	City Clerk's Office	101	CCWL1004
11/18/2004	WILFRED A LACHANCE	132.36	40	City Clerk's Office	101	CCWL1104
11/29/2004	WILFRED A LACHANCE	86.63	40	City Clerk's Office	101	CCWL1104-2
12/4/2004	WILFRED A LACHANCE	72.75	40	City Clerk's Office	101	CCWL1204
	<b>TOTAL WILFRED A LACHANCE</b>	<b>446.86</b>				
1/25/2005	JANE F HILLS	14.98	50	MEDO	101	01/2005 MILEAGE
11/26/2004	JANE F HILLS	119.88	50	MEDO	101	07-11 CAR REIMB
11/26/2004	JANE F HILLS	0.75	50	MEDO	101	7-11 MISC REIMB
4/28/2005	JANE F HILLS	100.70	50	MEDO	101	JH010405
11/30/2004	JANE F HILLS	9.26	50	MEDO	101	RATE CORRECTION
	<b>TOTAL JANE F HILLS</b>	<b>245.57</b>				
5/13/2005	DANIEL D. MULLER, JR.	15.39	70	City Solicitor's Office	101	MULLER 4/05
6/30/2005	DANIEL D. MULLER, JR.	14.58	70	City Solicitor's Office	101	MULLER 6/05

Invoice Date	Name	Transaction Amount	Cost Center Code	Description	Fund Code	Invoice
5/25/2005	DANIEL D. MULLER, JR.	14.58	70	City Solicitor's Office	101	MULLER5/05
	<b>TOTAL DANIEL D. MULLER, JR.</b>	<b>44.55</b>				
1/21/2005	HARRY G NTAPALIS	28.35	70	City Solicitor's Office	101	NTAPALIS 01/05
2/22/2005	HARRY G NTAPALIS	90.31	70	City Solicitor's Office	101	NTAPALIS 02/05
3/31/2005	HARRY G NTAPALIS	40.91	70	City Solicitor's Office	101	NTAPALIS 03/05
12/21/2004	HARRY G NTAPALIS	31.13	70	City Solicitor's Office	101	NTAPALIS 12/04
4/22/2005	HARRY G NTAPALIS	41.31	70	City Solicitor's Office	101	NTAPALIS 4/05
5/24/2005	HARRY G NTAPALIS	42.12	70	City Solicitor's Office	101	NTAPALIS 5/05
6/23/2005	HARRY G NTAPALIS	48.60	70	City Solicitor's Office	101	NTAPALIS 6/05
10/25/2004	HARRY G NTAPALIS	49.88	70	City Solicitor's Office	101	NTAPALIS 10/04
11/30/2004	HARRY G NTAPALIS	55.88	70	City Solicitor's Office	101	NTAPALIS11/04
7/27/2004	HARRY G NTAPALIS	32.25	70	City Solicitor's Office	101	NTAPALIS7/04
8/26/2004	HARRY G NTAPALIS	70.13	70	City Solicitor's Office	101	NTAPALIS8/04
9/25/2004	HARRY G NTAPALIS	31.13	70	City Solicitor's Office	101	NTAPALIS9/04
	<b>TOTAL HARRY G NTAPALIS</b>	<b>562.00</b>				
11/30/2004	KENNETH BERNARD	13.50	70	City Solicitor's Office	101	BERNARD11/04
	<b>TOTAL KENNETH BERNARD</b>					
1/26/2005	MARC VAN ZANTEN	86.40	70	City Solicitor's Office	101	VANZANTEN 01/05
3/31/2005	MARC VAN ZANTEN	29.16	70	City Solicitor's Office	101	VANZANTEN 03/05
10/29/2004	MARC VAN ZANTEN	54.00	70	City Solicitor's Office	101	VANZANTEN 10/04
2/28/2005	MARC VAN ZANTEN	58.32	70	City Solicitor's Office	101	VANZANTEN 2/05
4/28/2005	MARC VAN ZANTEN	58.32	70	City Solicitor's Office	101	VANZANTEN 4/05
5/26/2005	MARC VAN ZANTEN	131.22	70	City Solicitor's Office	101	VANZANTEN 5/05
6/28/2005	MARC VAN ZANTEN	87.48	70	City Solicitor's Office	101	VANZANTEN 6/05
11/30/2004	MARC VAN ZANTEN	67.50	70	City Solicitor's Office	101	VANZANTEN11/04
12/29/2004	MARC VAN ZANTEN	81.00	70	City Solicitor's Office	101	VANZANTEN12/04
7/27/2004	MARC VAN ZANTEN	54.00	70	City Solicitor's Office	101	VANZANTEN7/04
8/25/2004	MARC VAN ZANTEN	54.00	70	City Solicitor's Office	101	VANZANTEN8/04
9/28/2004	MARC VAN ZANTEN	54.00	70	City Solicitor's Office	101	VANZANTEN9/04
	<b>TOTAL MARC VAN ZANTEN</b>	<b>815.40</b>				
11/30/2004	MICHELE A BATTAGLIA	15.00	70	City Solicitor's Office	101	BATTAGLIA11/04
8/31/2004	MICHELE A BATTAGLIA	9.38	70	City Solicitor's Office	101	BATTAGLIA8/04
	<b>TOTAL MICHELE A BATTAGLIA</b>	<b>24.38</b>				
1/10/2005	THOMAS I ARNOLD III	21.37	70	City Solicitor's Office	101	ARNOLD 10/04
	<b>TOTAL THOMAS I ARNOLD III</b>	<b>21.37</b>				
11/30/2004	GUY BELOIN	47.40	100	Finance Department	101	BELOIN NOV 04
	<b>TOTAL GUY BELOIN</b>	<b>47.40</b>				

Invoice Date	Name	Transaction Amount	Cost Center Code	Description	Fund Code	Invoice
11/17/2004	JOHN WETMORE	48.75	100	Finance Department	101	WETMORE 10/04
	<b>TOTAL JOHN WETMORE</b>	<b>48.75</b>				
10/13/2004	KEVIN A CLOUGHERTY	79.50	100	Finance Department	101	CLOUGHERTY10/04
11/17/2004	KEVIN A CLOUGHERTY	65.25	100	Finance Department	101	KAC 10/04
	<b>TOTAL KEVIN A CLOUGHERTY</b>	<b>144.75</b>				
11/9/2004	RANDY SHERMAN	166.27	100	Finance Department	101	SHERMAN 10/04
	<b>TOTAL RANDY SHERMAN</b>	<b>166.27</b>				
11/17/2004	SHARON WICKENS	47.25	100	Finance Department	101	WICKENS 10/04
	<b>TOTAL SHARON WICKENS</b>	<b>47.25</b>				
4/20/2005	ANTHONY R SCHAFFER	16.20	130	Information Systems	101	ISA042005
5/17/2005	ANTHONY R SCHAFFER	17.42	130	Information Systems	101	ISA051705
7/16/2004	ANTHONY R SCHAFFER	15.00	130	Information Systems	101	ISA071604
9/28/2004	ANTHONY R SCHAFFER	17.63	130	Information Systems	101	ISA092804
10/14/2004	ANTHONY R SCHAFFER	15.00	130	Information Systems	101	ISA101404
1/25/2005	ANTHONY R SCHAFFER	16.20	130	Information Systems	101	ISB012505
4/20/2005	ANTHONY R SCHAFFER	13.37	130	Information Systems	101	ISB042005
4/25/2005	ANTHONY R SCHAFFER	16.20	130	Information Systems	101	ISB042505
6/23/2005	ANTHONY R SCHAFFER	16.20	130	Information Systems	101	ISB062305
7/21/2004	ANTHONY R SCHAFFER	15.00	130	Information Systems	101	ISB072104
8/24/2004	ANTHONY R SCHAFFER	15.00	130	Information Systems	101	ISB082404
9/28/2004	ANTHONY R SCHAFFER	15.00	130	Information Systems	101	ISB092804
10/14/2004	ANTHONY R SCHAFFER	17.63	130	Information Systems	101	ISB101404
12/21/2004	ANTHONY R SCHAFFER	17.63	130	Information Systems	101	ISB122104
1/25/2005	ANTHONY R SCHAFFER	19.04	130	Information Systems	101	ISC012505
6/23/2005	ANTHONY R SCHAFFER	16.20	130	Information Systems	101	ISC062305
7/21/2004	ANTHONY R SCHAFFER	16.88	130	Information Systems	101	ISC072104
6/23/2005	ANTHONY R SCHAFFER	19.04	130	Information Systems	101	ISD062305
8/9/2004	ANTHONY R SCHAFFER	19.88	130	Information Systems	101	ISE080904
	<b>TOTAL ANTHONY R SCHAFFER</b>	<b>314.52</b>				
7/8/2004	CITIZENS BANK, NH	40.00	130	Information Systems	101	ISG070804
7/8/2004	CITIZENS BANK, NH	10.81	130	Information Systems	101	ISH070804
	<b>TOTAL CITIZENS BANK, NH</b>	<b>50.81</b>				
4/25/2005	DIANE S PREW	14.62	130	Information Systems	101	ISA042505
6/29/2005	DIANE S PREW	61.56	130	Information Systems	101	ISD062905
	<b>TOTAL DIANE S PREW</b>	<b>76.18</b>				
6/21/2005	HTE INC	225.00	130	Information Systems	101	8555993
	<b>TOTAL HTE INC</b>	<b>225.00</b>				

Invoice	Name	Cost Center	Description	Fund Code	Invoice
Date		Transaction Amount	Code		
6/30/2005	ANNETTE ESCALANTE	75.20	180	Office of Youth Services	101 ESCALANTE JUN05
12/14/2004	ANNETTE ESCALANTE	120.75	180	Office of Youth Services	101 ESCALANTE NOV04
10/13/2004	ANNETTE ESCALANTE	15.38	180	Office of Youth Services	101 OYS AE 10/04
<b>TOTAL ANNETTE ESCALANTE</b>		<b>211.33</b>			
6/2/2005	JEFFREY LUCERO	210.60	180	Office of Youth Services	101 LUCERO MAY05
5/31/2005	JEFFREY LUCERO	-37.25	180	Office of Youth Services	101 MLG CORRECTION
<b>TOTAL JEFFREY LUCERO</b>		<b>173.35</b>			
1/31/2005	JONATHAN DONOVAN	-0.47	180	Office of Youth Services	101 CORR MLG AMT
11/8/2004	JONATHAN DONOVAN	11.36	180	Office of Youth Services	101 DONOVAN 10/04
12/2/2004	JONATHAN DONOVAN	12.98	180	Office of Youth Services	101 DONOVAN 11/04
9/14/2004	JONATHAN DONOVAN	14.21	180	Office of Youth Services	101 DONOVAN 8/04
9/23/2004	JONATHAN DONOVAN	23.03	180	Office of Youth Services	101 DONOVAN 9/04
5/25/2005	JONATHAN DONOVAN	13.64	180	Office of Youth Services	101 DONOVAN APRIL05
4/27/2005	JONATHAN DONOVAN	62.37	180	Office of Youth Services	101 DONOVAN APRL 05
12/28/2004	JONATHAN DONOVAN	14.25	180	Office of Youth Services	101 DONOVAN DEC 04
3/1/2005	JONATHAN DONOVAN	25.19	180	Office of Youth Services	101 DONOVAN FEB 05
2/2/2005	JONATHAN DONOVAN	8.00	180	Office of Youth Services	101 DONOVAN JAN 05
6/20/2005	JONATHAN DONOVAN	35.90	180	Office of Youth Services	101 DONOVAN JUNE 05
3/31/2005	JONATHAN DONOVAN	16.60	180	Office of Youth Services	101 DONOVAN MAR 05
8/2/2004	JONATHAN DONOVAN	9.23	180	Office of Youth Services	101 J.DONOVAR 7/04
<b>TOTAL JONATHAN DONOVAN</b>		<b>246.29</b>			
1/5/2005	LAUREN TORCH	13.50	180	Office of Youth Services	101 TORCH DEC 04
<b>TOTAL LAUREN TORCH</b>		<b>13.50</b>			
8/2/2004	MARTIN BOLDIN	15.00	180	Office of Youth Services	101 BOLDIN 7/04
9/14/2004	MARTIN BOLDIN	49.50	180	Office of Youth Services	101 BOLDIN 8/04
2/28/2005	MARTIN BOLDIN	151.50	180	Office of Youth Services	101 BOLDIN FEB 05
12/7/2004	MARTIN BOLDIN	246.15	180	Office of Youth Services	101 BOLDIN NOV 04
<b>TOTAL MARTIN BOLDIN</b>		<b>462.15</b>			
4/27/2005	SHANNON HEBERT	55.44	180	Office of Youth Services	101 HEBERT APRIL 05
6/30/2005	SHANNON HEBERT	74.11	180	Office of Youth Services	101 HEBERT JUNE 05
3/31/2005	SHANNON HEBERT	448.74	180	Office of Youth Services	101 HEBERT MAR 05
6/2/2005	SHANNON HEBERT	157.55	180	Office of Youth Services	101 HEBERT MAY 05
4/27/2005	SHANNON HEBERT	81.45	180	Office of Youth Services	101 HEBERT2
<b>TOTAL SHANNON HEBERT</b>		<b>817.29</b>			
6/13/2005	DAVID HODGEN	127.33	190	Human Resources Dept	101 D. HODGEN FY05
7/20/2004	DAVID HODGEN	5.13	190	Human Resources Dept	101 DHMILEAGE0704
<b>TOTAL DAVID HODGEN</b>		<b>132.46</b>			

Invoice Date	Name	Transaction Amount	Cost Center Code	Description	Fund Code	Invoice
6/13/2005	VIRGINIA LAMBERTON	43.74	190	Human Resources Dept	101	V LAMBERTON FY05
	<b>TOTAL VIRGINIA LAMBERTON</b>	<b>43.74</b>				
8/25/2004	PAMELA HALL GOUCHER	8.15	200	Planning Department	101	PG-15
10/25/2004	PAMELA HALL GOUCHER	109.12	200	Planning Department	101	PG2-04
	<b>TOTAL PAMELA HALL GOUCHER</b>	<b>117.27</b>				
11/9/2004	COLLEEN MCKEAN	56.25	220	Tax Collector's Office	101	880 6848
	<b>TOTAL COLLEEN MCKEAN</b>	<b>56.25</b>				
4/5/2005	CONSTANCE MARION	20.94	220	Tax Collector's Office	101	TAX/CM/04
10/21/2004	CONSTANCE MARION	14.25	220	Tax Collector's Office	101	TAX5148
	<b>TOTAL CONSTANCE MARION</b>	<b>35.19</b>				
7/20/2004	JOAN A PORTER	14.25	220	Tax Collector's Office	101	5036
8/17/2004	JOAN A PORTER	14.25	220	Tax Collector's Office	101	5070-TAX
11/30/2004	JOAN A PORTER	28.50	220	Tax Collector's Office	101	TAX/5292
4/2/2005	JOAN A PORTER	16.20	220	Tax Collector's Office	101	TAX/5617
9/20/2004	JOAN A PORTER	39.00	220	Tax Collector's Office	101	TAX5114
6/27/2005	JOAN A PORTER	30.78	220	Tax Collector's Office	101	TAX5679
	<b>TOTAL JOAN A PORTER</b>	<b>142.98</b>				
6/20/2005	BARBARA A GLEASON	38.68	410	Health Department	101	JAN-JUNE 2005
	<b>TOTAL BARBARA A GLEASON</b>	<b>38.68</b>				
10/25/2004	DIANA AGER	2.25	410	Health Department	101	100404
1/27/2005	DIANE AGER	1.22	410	Health Department	101	0105 AGER
1/27/2005	DIANE AGER	0.85	410	Health Department	101	0105 AGER(1)
6/20/2005	DIANE AGER	12.68	410	Health Department	101	MAR/APR 2005
	<b>TOTAL DIANE AGER</b>	<b>17.00</b>				
12/23/2004	ELAINE R DOUVILLE	43.88	410	Health Department	101	10-11-12/04
6/24/2005	ELAINE R DOUVILLE	31.59	410	Health Department	101	APR/JUNE05 MILE
4/21/2005	ELAINE R DOUVILLE	31.19	410	Health Department	101	JAN-APR05MILEAG
10/25/2004	ELAINE R DOUVILLE	43.88	410	Health Department	101	SEPT 04DOUVILLE
	<b>TOTAL ELAINE DOUVILLE</b>	<b>150.54</b>				
6/24/2005	FRED A RUSCZEK	140.54	410	Health Department	101	FEB/JUN05 MILE
9/15/2004	FRED A RUSCZEK	114.00	410	Health Department	101	RUSCZEK
	<b>TOTAL FRED A RUSCZEK</b>	<b>254.54</b>				
10/29/2004	GAIL FIRTH	15.80	410	Health Department	101	
	<b>TOTAL GAIL FIRTH</b>	<b>15.80</b>				

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1/27/2005	IRENE COULON	28.39	410	Health Department	101	0105 COULON
12/29/2004	IRENE COULON	22.35	410	Health Department	101	DEC04 COULON
2/23/2005	IRENE COULON	31.06	410	Health Department	101	JAN/FEB 05 MILE
7/29/2004	IRENE COULON	30.30	410	Health Department	101	4-Jul
6/21/2005	IRENE COULON	31.71	410	Health Department	101	MAY/JUNE2005
5/27/2005	IRENE COULON	30.50	410	Health Department	101	5-May
11/28/2004	IRENE COULON	17.81	410	Health Department	101	NOV04 COULON
<b>TOTAL IRENE COULON</b>		<b>192.12</b>				
1/27/2005	JOLINE R MANSEAU	35.24	410	Health Department	101	0105 MANSEAU
1/31/2005	JOLINE R MANSEAU	1.50	410	Health Department	101	0105 MANSEAU A
10/29/2004	JOLINE R MANSEAU	16.31	410	Health Department	101	AUG-OCT04
4/29/2005	JOLINE R MANSEAU	21.06	410	Health Department	101	JAN-APR2005
6/21/2005	JOLINE R MANSEAU	20.05	410	Health Department	101	MAY/JUNE2005
1/19/2005	JOLINE R MANSEAU	10.13	410	Health Department	101	NOV/DEC MANSEAU
<b>TOTAL JOLINE R MANSEAU</b>		<b>104.29</b>				
3/28/2005	JOSEFA HOLGUIN	4.91	410	Health Department	101	4-Dec
3/28/2005	JOSEFA HOLGUIN	40.62	410	Health Department	101	JAN-MAR
10/29/2004	JOSEFA HOLGUIN	48.41	410	Health Department	101	JULY-OCT04
6/30/2005	JOSEFA HOLGUIN	42.89	410	Health Department	101	MAY/JUN05 MILE
12/23/2004	JOSEFA HOLGUIN	56.55	410	Health Department	101	OCT-DEC 04
<b>TOTAL JOSEFA HOLGUIN</b>		<b>193.38</b>				
6/20/2005	MARY E. RHEAULT	31.75	410	Health Department	101	APRIL 2005 MILE
8/24/2005	MARY E. RHEAULT	5.18	410	Health Department	101	5-Jun
6/20/2005	MARY E. RHEAULT	18.53	410	Health Department	101	MARCH2005 MILE
6/21/2005	MARY E. RHEAULT	39.29	410	Health Department	101	MAY2005 MILEAGE
<b>TOTAL MARY E. RHEAULT</b>		<b>94.75</b>				
1/19/2005	MEREDITH MARUYAMA	16.16	410	Health Department	101	123104 MARUYAMA
5/27/2005	MEREDITH MARUYAMA	32.04	410	Health Department	101	APR/MAY2005
4/29/2005	MEREDITH MARUYAMA	22.44	410	Health Department	101	APR05 MILEAGE
3/31/2005	MEREDITH MARUYAMA	26.33	410	Health Department	101	FEB/MAR05 MILEA
3/31/2005	MEREDITH MARUYAMA	20.33	410	Health Department	101	JAN05 MILEAGE
9/28/2004	MEREDITH MARUYAMA	60.04	410	Health Department	101	JULY-SEPT04
12/6/2004	MEREDITH MARUYAMA	22.58	410	Health Department	101	OCT04 MARUYAMA
12/6/2004	MEREDITH MARUYAMA	16.91	410	Health Department	101	SEP04 MARUYAMA
<b>TOTAL MEREDITH MARUYAMA</b>		<b>216.83</b>				
2/11/2005	PHIL HUGHEY	5.67	410	Health Department	101	0105 HUGHEY
<b>TOTAL PHIL HUGHEY</b>		<b>5.67</b>				

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Date						
4/22/2005	PHILIP J ALEXAKOS	75.74	410	Health Department	101	FEB05MILEAGE
12/30/2004	PHILIP J ALEXAKOS	15.75	410	Health Department	101	NOV04 ALEXAKOS
	<b>TOTAL PHILIP ALEXAKOS</b>	<b>91.49</b>				
4/22/2005	RICHARD DIPENTIMA	27.25	410	Health Department	101	APRIL05MILEAGE
12/23/2004	RICHARD DIPENTIMA	8.63	410	Health Department	101	DEC04 DIPENTIMA
10/29/2004	RICHARD DIPENTIMA	19.88	410	Health Department	101	DIPENTIME OCT04
6/24/2005	RICHARD DIPENTIMA	9.25	410	Health Department	101	JUNE05 MILE
5/3/2005	RICHARD DIPENTIMA	45.36	410	Health Department	101	5-May
3/28/2005	RICHARD DIPENTIMA	9.25	410	Health Department	101	MILEAGE 0305
8/25/2004	RICHARD DIPENTIMA	16.50	410	Health Department	101	4-Sep
	<b>TOTAL RICHARD DIPENTIMA</b>	<b>136.12</b>				
8/4/2001	SANDRA BUSEMAN	13.74	410	Health Department	101	
	<b>TOTAL SANDRA BUSEMAN</b>	<b>13.74</b>				80104
8/3/2004	SELMA MEHINOVIC	69.98	410	Health Department	101	
4/21/1998	SELMA MEHINOVIC	22.20	410	Health Department	101	
1/19/2005	SELMA MEHINOVIC	22.03	410	Health Department	101	DEC04 MEHINOVIC
7/5/2004	SELMA MEHINOVIC	43.88	410	Health Department	101	MEHINOVIC
12/6/2004	SELMA MEHINOVIC	87.75	410	Health Department	101	NOV04 MEHINOVIC
10/29/2004	SELMA MEHINOVIC	54.00	410	Health Department	101	4-Oct
	<b>TOTAL SELMA MEHINOVIC</b>	<b>299.84</b>				
1/27/2005	THERESA TOLMAN	10.33	410	Health Department	101	0105 TOLMAN
10/25/2004	THERESA TOLMAN	19.54	410	Health Department	101	0904-10-04
12/23/2004	THERESA TOLMAN	20.32	410	Health Department	101	DEC04 TOLMAN
3/18/2005	THERESA TOLMAN	12.03	410	Health Department	101	FEB05 TOLMAN
2/23/2005	THERESA TOLMAN	18.87	410	Health Department	101	JAN/FEB 05 MILE
7/15/2004	THERESA TOLMAN	21.52	410	Health Department	101	JUN/JULY 04
4/21/2005	THERESA TOLMAN	26.44	410	Health Department	101	MAR05MILEAGE
6/20/2005	THERESA TOLMAN	18.71	410	Health Department	101	MAY/JUNE 2005
7/5/2005	THERESA TOLMAN	19.28	410	Health Department	101	5-May
5/31/2005	THERESA TOLMAN	-14.74	410	Health Department	101	MLG CORRECTION
11/28/2004	THERESA TOLMAN	18.18	410	Health Department	101	OCT/NOV04 TOLMA
10/29/2004	THERESA TOLMAN	14.74	410	Health Department	101	10/29/2004 TOLMAN
	<b>TOTAL THERESA TOLMAN</b>	<b>185.22</b>				
10/25/2004	TRACY ATLAS	40.46	410	Health Department	101	0728-1008
4/29/2005	TRACY ATLAS	12.21	410	Health Department	101	JAN-APR2005
	<b>TOTAL TRACY ATLAS</b>	<b>52.67</b>				
11/24/2004	RICHARD MACK	414.75	500	Highway Department	101	MACK-NOV
1/25/2005	RICHARD MACK	135.27	500	Highway Department	101	MACK0105

Invoice Date	Name	Transaction Amount	Cost Center Code	Description	Fund Code	Invoice
2/25/2005	RICHARD MACK	216.27	500	Highway Department	101	MACK0205
4/22/2005	RICHARD MACK	396.09	500	Highway Department	101	MACK0405
5/25/2005	RICHARD MACK	277.83	500	Highway Department	101	MACK0505
6/24/2005	RICHARD MACK	460.08	500	Highway Department	101	MACK0605
7/24/2004	RICHARD MACK	272.25	500	Highway Department	101	MACK0704
8/24/2004	RICHARD MACK	349.50	500	Highway Department	101	MACK0804
9/24/2004	RICHARD MACK	318.75	500	Highway Department	101	MACK0904
10/25/2004	RICHARD MACK	296.25	500	Highway Department	101	MACK1004
12/23/2004	RICHARD MACK	258.00	500	Highway Department	101	MACK1204
3/25/2005	RICHARD MACK	247.86	500	Highway Department	101	MARCH0305
	<b>TOTAL RICHARD MACK</b>	<b>3,642.90</b>				
10/29/2004	CHARLEEN PARSONS	90.00	600	Welfare Department	101	9/15-10/22
	<b>TOTAL CHARLEEN PARSONS</b>	<b>90.00</b>				
3/8/2005	MICHAEL BAER	121.00	650	Parks, Rec & Cemeteries	101	30805
	<b>TOTAL MICHAEL BAER</b>	<b>121.00</b>				
3/24/1998	RONALD V JOHNSON	65.25	650	Parks, Rec & Cemeteries	101	70104
	<b>TOTAL RONALD V JOHNSON</b>	<b>65.25</b>				
6/17/2005	CLAUDIA J MAYER	155.45	710	Library Department	101	MILEAGE-MAR-JUN
	<b>TOTAL CLAUDIA J MAYER</b>	<b>155.45</b>				
1/27/2005	DEE SANTOSO	8.73	710	Library Department	101	MILEAGE-1105
9/14/2004	DEE SANTOSO	11.51	710	Library Department	101	MILEAGE-904
1/18/2005	DEE SANTOSO	43.66	710	Library Department	101	MILEAGE-JAN'05
6/13/2005	DEE SANTOSO	12.43	710	Library Department	101	MILEAGE-JUNE'05
3/3/2005	DEE SANTOSO	12.46	710	Library Department	101	MILEAGE-MAR'05
	<b>TOTAL DEE SANTOSO</b>	<b>88.79</b>				
12/16/2004	DENISE VAN ZANTEN	59.63	710	Library Department	101	MILEAGE OCT-DEC
5/19/2005	DENISE VAN ZANTEN	58.73	710	Library Department	101	MILEAGE-JAN-MAY
6/13/2005	DENISE VAN ZANTEN	8.10	710	Library Department	101	MILEAGE-JUNE'05
9/30/2004	DENISE VAN ZANTEN	48.75	710	Library Department	101	MILEAGE-SEPT'04
	<b>TOTAL DENISE VAN ZANTEN</b>	<b>175.21</b>				
10/30/2004	DONNA BOYD ROBERTSON	21.68	710	Library Department	101	MILEAGE OCT'04
12/30/2004	DONNA BOYD ROBERTSON	19.13	710	Library Department	101	MILEAGE-12'04
2/26/2005	DONNA BOYD ROBERTSON	11.02	710	Library Department	101	MILEAGE-2/05
6/16/2005	DONNA BOYD ROBERTSON	9.64	710	Library Department	101	MILEAGE-3/05
6/16/2005	DONNA BOYD ROBERTSON	11.02	710	Library Department	101	MILEAGE-5/05
8/30/2004	DONNA BOYD ROBERTSON	17.85	710	Library Department	101	MILEAGE-8'04
4/30/2005	DONNA BOYD ROBERTSON	9.64	710	Library Department	101	MILEAGE-APR05

Invoice	Name	Transaction Date	Amount	Cost Center	Description	Fund Code	Invoice
1/29/2005	DONNA BOYD ROBERTSON	13.77	710	Library Department	101 MILEAGE-JAN'05		
7/1/2004	DONNA BOYD ROBERTSON	15.30	710	Library Department	101 MILEAGE-JUNE04		
11/28/2004	DONNA BOYD ROBERTSON	19.13	710	Library Department	101 MILEAGE-NOV'04		
9/30/2004	DONNA BOYD ROBERTSON	16.58	710	Library Department	101 MILEAGE-SEPT'04		
<b>TOTAL DONNA BOYD ROBERTSON</b>		<b>164.76</b>					
4/22/2003	GARY CORBETT	52.09	710	Library Department	101 MILEAGE JAN-APR		
6/8/2005	GARY CORBETT	12.40	710	Library Department	101 MILEAGE MA-JU05		
12/14/2004	GARY CORBETT	8.93	710	Library Department	101 MILEAGE-9-12'04		
<b>TOTAL GARY CORBETT</b>		<b>73.42</b>					
6/8/2005	JOHN BRISBIN	202.50	710	Library Department	101 MILEAGE JAN-JUN		
11/1/2004	JOHN BRISBIN	82.50	710	Library Department	101 MILEAGE-JUN-NOV		
<b>TOTAL JOHN BRISBIN</b>		<b>285.00</b>					
11/30/2004	MARY GALLANT	27.00	710	Library Department	101 MILEAGE-8-12'04		
1/18/2005	MARY GALLANT	9.31	710	Library Department	101 MILEAGE-JAN'05		
4/24/2005	MARY GALLANT	7.29	710	Library Department	101 MILEAGE-MR-AP05		
<b>TOTAL MARY GALLANT</b>		<b>43.60</b>					
6/23/2005	SUSAN M DESCHENES	83.43	710	Library Department	101 MILEAGE-APR-JUN		
2/17/2005	SUSAN M DESCHENES	17.82	710	Library Department	101 MILEAGE-JAN-FEB		
12/16/2004	SUSAN M DESCHENES	46.52	710	Library Department	101 MILEAGE-NOV-DEC		
<b>TOTAL SUSAN M DESCHENES</b>		<b>147.77</b>					
2/17/2005	TENAYA K. BANNON	11.75	710	Library Department	101 MILEAGE-FEB'05		
<b>TOTAL TENAYA K. BANNON</b>		<b>11.75</b>					
9/14/2004	YVONNE LOOMIS	37.42	710	Library Department	101 MILEAGE-9'04		
6/23/2005	YVONNE LOOMIS	29.57	710	Library Department	101 MILEAGE-JUNE05		
<b>TOTAL YVONNE LOOMIS</b>		<b>66.99</b>					
6/23/2005	BARBARA VIGNEAULT	9.72	820	Elderly Services	101 071505 ELD		
<b>TOTAL BARBARA VIGNEAULT</b>		<b>9.72</b>					
5/25/2005	BILL BISER	34.77	A01	Aviation	805 BISER-AVI		
<b>TOTAL BILL BISER</b>		<b>34.77</b>					
12/15/2004	JOHN HAGOPIAN	30.00	A01	Aviation	805 1/05-1 HAGOPIAN		
12/10/2004	NICHOLAS PEREZ	34.13	A01	Aviation	805 1/05 PEREZ		
<b>TOTAL NICHOLAS PEREZ</b>		<b>34.13</b>					

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Invoice	Name	Cost Center	Fund Code	Invoice
Date		Transaction Amount	Code	
	GRAND TOTAL	23,834.75		